

Assignment 1

Due **Monday** 19 August 11:59 pm

Format

Write a report on the topic introduced below. Use the “Example of report format.docx” template (as on Canvas) for guidance on the report structure and what is required in each section. Also refer to the rubric for an indication of the standards required to achieve full marks.

Word limit: 750 words in total (of the main body text only. All tables, appendices and titles excluded).

(Report = 6 marks)

Submission

Submit your report in a Microsoft Word Document or a PDF file, to Turnitin on Canvas. Work that is not your own will be penalised and may result in disciplinary action.

Ensure you check the file has uploaded correctly. Incorrectly submitted assignments will not be marked, and email submissions cannot be considered.

Late submissions will incur a 10% deduction of total available marks each day, up until 5 days late when the assignment will receive a score of zero.

Tasks

On Canvas you will find the dataset Older_Australians.xls (sourced from data.gov.au). This file contains survey results from Older Australians on their preparation for retirement. (Note that the original data has been modified for the purpose of this assignment).

You are required to use the information in the dataset to produce a summary on the financial preparation of Older Australians for retirement.

Your analyses should contain the following outputs, as detailed on the next page.

1. Produce a Pivot Table to compare the gender of respondents in each age group. Show the values as a percentage of the total respondents. Ensure you format your PivotTable appropriately to show 1 decimal place.

	Male	Female	Total
60-64			
65-69			
70-74			
75-80			
80+			

(1.5 marks)

2. Calculate the time taken to complete the survey for each respondent. Include the median time in your report that has been formatted correctly in Excel (calculate the median with another Excel formula).

(1 mark)

3. Produce a Pivot Chart to show the primary source of income for all the respondents that are not yet retired. Show the number of respondents based on their employment classification. Ensure you label your graph appropriately.

(1 mark)

4. Using a single Excel **formula** find the number of respondents who are 65 or over that still owe more than \$50,000 on their mortgage and have an annual income of \$100,000 or less.

(1 mark)

5. Include any other relevant summary information from this data source to assist you to make a statement regarding how financially prepared Older Australians are for retirement.

(1.5 marks)

Productivity Commission Commonwealth of Australia. (2015). Housing Decisions of Older Australians. Data sourced from data.gov.au (accessed 26 July 2019).