



Monmouth
COLLEGE

- Name: _____
 - Date: _____
 - Section: 13:00 ~ 13:50
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BUSI 201 Business Data Analysis

Quiz #4: Conditional Formatting

Spring 2025

INSTRUCTIONS:

- Your grade will be based on the correct application of conditional formatting, sparklines, filtering, and sorting.
- Read each prompt carefully before attempting to answer any of the questions.
- Save/rename the workbook to **LoginID-quiz4.xlsx**. LoginID is your Monmouth College ID.
- Once you are finished, submit your answers as an attachment (files shared using SharePoint will not be graded) via email to BPARK@monmouthcollege.edu.
- Double-check your submission email for your attached file, file name, and recipient's email address, as you will not be permitted to submit or update your solutions past the in-class deadline.

Quiz #4

BUSI 201 Business Data Analysis

Problem #1. Conditional Formatting

Navigate to the worksheet Quiz4–Sheet1, and complete the following tasks.

ID	Student	Class	Major	Attendance	Quiz #1	Quiz #2	Quiz #3	Quiz #4	Quiz #5	Quiz #6	Final	Total
10028394	Olivia Bennett	Senior	Accounting	82.78	98.73	73.66	66.36	100	100	87.22	90.53	90.45
10147629	Liam Carter	Freshman	Communication	57.62	69.94	66.96	64.32	68.38	80.48	98.17	81.8	76.88
10283910	Ava Morgan	Junior	Political Science	94.86	84.17	59.48	27.94	89.48	86.66	96.46	100	91.11
10359284	Noah Thompson	Sophomore	Political Science	67.78	74.99	43.98	68.33	100	68.64	83.6	88.11	81.58
10478125	Emma Hayes	Junior	Biology	72.58	100	55.41	70.01	62.09	93.47	86.51	83.84	82.00
10593462	Jackson Lee	Senior	Business	55.85	87.2	45.12	100	100	85.7	100	48.59	72.31
10628473	Sophia Brooks	Senior	English	96.27	100	35.12	80.33	84.57	93.44	79.04	56.57	75.99
10719485	Elijah Parker	Sophomore	Political Science	71.58	83.57	100	55.89	59.52	65.58	80.02	100	86.03
10876230	Isabella Reed	Sophomore	Accounting	75.77	81.25	89.91	86.69	29.83	93.63	79.84	100	90.71
10938475	Aiden Sullivan	Sophomore	Kinesiology	66.8	100	100	81.22	100	91.27	95.79	82.06	88.21
11092834	Mia Cooper	Sophomore	Kinesiology	62.4	76.04	25.26	81.61	95.99	100	68.74	57.6	71.52
11147285	Lucas Graham	Junior	Communication	46.06	65.03	79.33	64.74	85.89	98.59	81.48	100	85.64
11285930	Charlotte Rivera	Freshman	Kinesiology	89.18	59.4	75.21	62.81	100	87.56	93.26	84.69	84.68
11368247	Mason Wallace	Senior	Kinesiology	47.92	100	43.86	57.85	61.89	90.64	75.31	85.62	77.61
11493028	Amelia Ford	Junior	English	93.25	85.13	95.13	33.46	95.73	99.18	98.92	82.41	89.70

- 1.A Apply conditional formatting to the data so that cells containing the top 25% of Total scores are shaded green. The exact shade of green does not matter.
- 1.B Apply conditional formatting to the data so that Attendance scores strictly lower than 50 points are shaded red. The exact shade of red does not matter.

Problem #2. Conditional Formatting

Navigate to the worksheet Quiz4–Sheet2, and complete the following task.

ID	Student	Class	Major	Attendance	Quiz #1	Quiz #2	Quiz #3	Quiz #4	Quiz #5	Quiz #6	Final	Total
10028394	Olivia Bennett	Senior	Accounting	82.78	98.73	73.66	66.36	100	100	87.22	90.53	90.45
10147629	Liam Carter	Freshman	Communication	57.62	69.94	66.96	64.32	68.38	80.48	98.17	81.8	76.88
10283910	Ava Morgan	Junior	Political Science	94.86	84.17	59.48	27.94	89.48	86.66	96.46	100	91.11
10359284	Noah Thompson	Sophomore	Political Science	67.78	74.99	43.98	68.33	100	68.64	83.6	88.11	81.58
10478125	Emma Hayes	Junior	Biology	72.58	100	55.41	70.01	62.09	93.47	86.51	83.84	82.00
10593462	Jackson Lee	Senior	Business	55.85	87.2	45.12	100	100	85.7	100	48.59	72.31
10628473	Sophia Brooks	Senior	English	96.27	100	35.12	80.33	84.57	93.44	79.04	56.57	75.99
10719485	Elijah Parker	Sophomore	Political Science	71.58	83.57	100	55.89	59.52	65.58	80.02	100	86.03
10876230	Isabella Reed	Sophomore	Accounting	75.77	81.25	89.91	86.69	29.83	93.63	79.84	100	90.71
10938475	Aiden Sullivan	Sophomore	Kinesiology	66.8	100	100	81.22	100	91.27	95.79	82.06	88.21
11092834	Mia Cooper	Sophomore	Kinesiology	62.4	76.04	25.26	81.61	95.99	100	68.74	57.6	71.52
11147285	Lucas Graham	Junior	Communication	46.06	65.03	79.33	64.74	85.89	98.59	81.48	100	85.64
11285930	Charlotte Rivera	Freshman	Kinesiology	89.18	59.4	75.21	62.81	100	87.56	93.26	84.69	84.68
11368247	Mason Wallace	Senior	Kinesiology	47.92	100	43.86	57.85	61.89	90.64	75.31	85.62	77.61
11493028	Amelia Ford	Junior	English	93.25	85.13	95.13	33.46	95.73	99.18	98.92	82.41	89.70

- 2.A Apply conditional formatting so that rows containing students with Total scores greater than or equal to 90 are highlighted.

Problem #3. Filtering

Navigate to the worksheet Quiz4-Sheet3, and complete the following task.

ID	Student	Class	Major	Attendance	Quiz #1	Quiz #2	Quiz #3	Quiz #4	Quiz #5	Quiz #6	Final	Total
10593462	Jackson Lee	Senior	Business	55.85	87.2	45.12	100	100	85.7	100	48.59	72.31
10628473	Sophia Brooks	Senior	English	96.27	100	35.12	80.33	84.57	93.44	79.04	56.57	75.99
11368247	Mason Wallace	Senior	Kinesiology	47.92	100	43.86	57.85	61.89	90.64	75.31	85.62	77.61
11684029	Harper Gray	Junior	Communication	81.99	95.66	65.74	42.68	74.81	83.84	69.53	41.66	63.82
11938405	Logan Fisher	Junior	Accounting	96.38	25.85	100	31.93	69.91	86.59	72.04	66.44	72.26
12394830	Benjamin Hayes	Junior	Business	93.27	82.37	79.2	88.38	85.04	82.79	86.47	70.09	79.87
13294758	Zoe Harmon	Junior	Business	82.23	79.6	42.32	72.84	76.54	88.81	89.61	47.49	67.96
13420348	Nora Stanton	Senior	Business	53.16	70.95	91.9	69	73.15	98.06	91.38	69.34	75.60
13758204	Julian Tate	Junior	Accounting	85.62	72.59	62.27	87.4	62.04	84.44	74.96	57.24	69.62
13849275	Layla Monroe	Senior	Communication	51.68	100	72.75	78.51	35.36	83.74	91.53	62.81	72.95
14458392	Hazel McCoy	Senior	Accounting	66.19	92.07	49.8	68.46	73.24	91.8	75.56	63.63	72.18

3.A Apply filters to the data so that the only information visible to the reader includes:

- Seniors and Juniors, and
- Total scores less than or equal to 80.

Problem #4. Sparklines

Navigate to the worksheet Quiz4-Sheet4, and complete the following task.

ID	Student	Class	Major	Attendance	Quiz #1	Quiz #2	Quiz #3	Quiz #4	Quiz #5	Quiz #6	Quiz Trend	Final	Total
10028394	Olivia Bennett	Senior	Accounting	82.78	98.73	73.66	66.36	100	100	87.22		90.53	90.45
10147629	Liam Carter	Freshman	Communication	57.62	69.94	66.96	64.32	68.38	80.48	98.17		81.8	76.88
10283910	Ava Morgan	Junior	Political Science	94.86	84.17	59.48	27.94	89.48	86.66	96.46		100	91.11
10359284	Noah Thompson	Sophomore	Political Science	67.78	74.99	43.98	68.33	100	68.64	83.6		88.11	81.58
10478125	Emma Hayes	Junior	Biology	72.58	100	55.41	70.01	62.09	93.47	86.51		83.84	82.00
10593462	Jackson Lee	Senior	Business	55.85	87.2	45.12	100	100	85.7	100		48.59	72.31
10628473	Sophia Brooks	Senior	English	96.27	100	35.12	80.33	84.57	93.44	79.04		56.57	75.99

4.A Using Sparklines, replicate the result displayed above.

• Original Score: _____

• Recovered Score: _____

• Original Date: _____

• Recovered Date: _____