Excel exercises: Time functions

1. Consider the sheet **[08-FT.xlsx | Ex01]** with information on temporary employment contract.

   1.1. On the column "Número de dias" (meaning: number of days) determine the total number of days of the contract

   1.2. On the column "Número de dias úteis" (meaning: number of work days) determine the number of working days (excluding holidays and weekends) of the contracts.

   1.3. Complete the column "Valor Contrato" (meaning: contract value) taking into account that regular days cost 35€ and holidays/weekends cost 50€.

2. Consider the sheet **[08-FT.xlsx | Ex02]** with information regarding attendance.

   2.1. On columns "Hora Entrada" (meaning: entrance time) and "Hora Saída" (meaning: exit time) determine the values from the data available in "Registo Entrada" (meaning: entrance register) and "Registo Saída" (meaning: exit register)

   2.2. Complete the column "Tempo Serviço" (service time) with the difference between the entrance and exit times.

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