

Lab 8 Assignment

Objective: Create a structured student attendance sheet with at least 10 entries. Format it neatly and apply sorting and filtering to demonstrate learned concepts.

Instructions:

1. Open a new Excel workbook and create an attendance table.
2. Enter student names, roll numbers, and attendance status (Present/Absent).
3. Apply table formatting and use sorting to organize the list.
4. Use filtering to display only absent students.
5. Save the workbook and submit as per instructor guidelines.

Solutions

[illegible]