Lab 9 Activity 3 - Assigning Grades Using IF Function

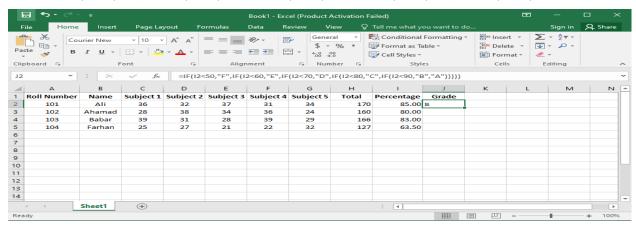
Objective: Implement conditional logic to assign letter grades.

- 1. In the Grade column, use the following IF function: =IF(I2<50,"F",IF(I2<60,"E",IF(I2<70,"D",IF(I2<80,"C",IF(I2<90, "B","A")))))
- 2. Press Enter and use the fill handle to apply it to other rows.
- 3. Apply conditional formatting to highlight failing students in red.
- 4. Save and close the file.

Solutions:

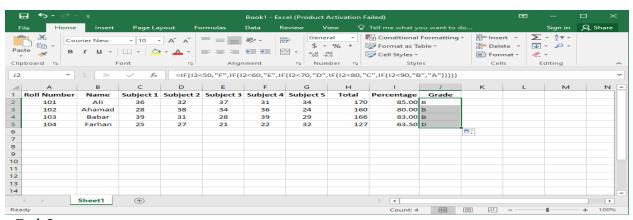
Task 1:

- Click on Cell J2 (under the "Grade" column).
- Enter the following formula:
- =IF(I2<50, "F", IF(\bar{12}<60, "E", IF(I2<70, "D", IF(I2<80, "C", IF(I2<90, "B", "A")))))



Task 2:

• Press **Enter** and use the **fill handle** (drag the small square at the bottom-right of the cell) to copy the formula to other rows.



<u>Task 3:</u>

Submitted by Muhammad Hashir Rafique (BSCS)

- Select the entire **Grade column** (e.g., **J2:J50**, depending on your data).
- Click Home > Conditional Formatting > New Rule.
- Choose "Format cells that contain".
- In the Format Cells dialog, set the rule:

Format only cells that contain → Cell Value → Equal to → Enter "B" Click Format, go to the Fill tab, and select Light green color. Click OK.

- Click **Apply** and **OK**. ₩ 5+3+ = Book1 - Excel (Product Activation Failed) Sign in 2 Share Review ∑ - AT-▼ Conditional Formatting ▼ Em Insert → General - A A ≡ ≡ **|** 8> -Format as Table > Delete 🕶 ₩ - 🔎 -Paste B I <u>U</u> - | <u>□</u> - | <u>△</u> - <u>A</u> - | <u>=</u> <u>=</u> <u>=</u> <u>=</u> <u>=</u> <u>=</u> <u>=</u> <u>=</u> <u>=</u> 00. 0.→ Cell Styles * Format * **⋞** -Б ∏a Number Cells Editing Clipboard 5 Alignment f_{x} =IF(I5<50,"F",IF(I5<60,"E",IF(I5<70,"D",IF(I5<80,"C",IF(I5<90,"B","A"))))) В C D Ε F G н Ν Roll Number Name Subject 1 Subject 2 Subject 3 Subject 4 Subject 5 Total Percentage Grade 2 101 Ali 36 32 37 31 34 170 85.00 B 3 102 Ahamad 28 38 34 36 24 160 80.00 B 4 103 Babar 39 31 28 39 29 166 83.00 B 5 25 27 104 Farhan 21 22 32 127 63.50 D 6 7 8 9 10 11 12 13 14 Sheet1 1 4 F

100%

Task 4:

Ready

- Click File > Save.
- Close Excel.