



Assignment Code: DA-AG-012

Advanced Excel Assignment

Instructions: Carefully read each question before attempting. Use Google Docs, Microsoft Word, or a similar tool to type out each theoretical question along with its answer. For practical questions, use Microsoft Excel to complete the required tasks. Once you have finished, save both the Word/Docs file and the Excel file as PDF documents. Please ensure that you do not zip or archive the files before uploading. Submit the PDF files directly to the LMS or as instructed by your teacher. Each question carries 20 marks.

Total Marks: 200

Question 1 : Explain the difference between Absolute, Relative, and Mixed Cell Referencing in Excel with examples.

Answer :

Question 2 : What is a Macro in Excel? How does it help in automation?

Answer :



Question 3 : What are Text Functions in Excel? Mention any five with examples.

Answer :

Question 4 : What is the use of **Scenario Manager** in decision making?

Answer :

Question 5 : Define the purpose of VLOOKUP and HLOOKUP. How are they different from XLOOKUP? Which among XLOOKUP and INDEX-MATCH is best while usage?

Answer :



Question 6 : Create a dataset of 8 employees with joining dates. Use the dummy dataset to calculate their experience in years and months.

Answer :

Question 7 : You are provided with a dataset containing details of 100 road accidents. Design a **Road Accident Analysis Dashboard** using **Pivot Tables and Slicers** in Excel.

[Dataset Link](#)

Answer :



Question 8 : Create a table of 10 products with stock levels. Use Macros to highlight:

- Low stock (less than 10 units) in red
- Overstock (more than 50 units) in green.

Answer :

Question 9 : You are given a dataset : Create a drop-down list of product names in a separate cell using Data Validation, and write a formula in the adjacent cell so that when a product is selected from the drop-down, its corresponding price is automatically displayed.

[Dataset Link](#)

Answer :



Question 10 : Case Scenario :-

[Dataset Link](#)

You are a data analyst working for a retail firm. You've received a sales dataset that includes customer transactions from various regions and product categories. Your job is to analyze this data, clean inconsistencies, extract insights, and build visual reports.

Task :

1. Apply **data validation** in the **Units Sold** column to ensure only values between **1 and 20** are allowed.
2. Highlight rows where **Profit > ₹5000**
3. Highlight any phone number that is **not exactly 10 digits**
4. Find the Revenue generated by each product and also label according to revenue generated as “High”, “Medium”, “Low”.
5. Find the profit percentage up to two decimal places.
6. Show Total Revenue and Total Profit by Region.
7. Show Average Units Sold per Product Category.