

**UJIAN TENGAH SEMESTER  
SEMESTER GENAP TAHUN AJARAN 2020/2021**

**Mata Kuliah** : Office 2  
**Nama Dosen** : Komarudin Tasdik  
**Hari/ Tanggal** : Selasa/20 April 2021  
**Kelas/ Ruang** : TO 20B  
**Sifat/ Type Soal** : Open Book/UTAMA

**Instruction:**

- Save in format of folder name: *UTS+ Office2+Class+Full Name*,  
example: **D:\UTS Office2 TO20B Tono Suhartono**
- Save in format of file name: *UTS+ Office2+Class+Full Name*,  
example: **D:\UTS Office2 TO20B Tono Suhartono**
- Answer in English!
- Your answers of **Part A** and **Part B** are not allowed more than 2 sheets (for all questions)!

**A. THEORY**

Explain about these terms (number 1-5) on sheet 1!

- Range
- Border
- H3
- H1^G1
- IF and Nested IF.

**B. PRACTICE**

6. Create this table below started on B4 of sheet 2!

	A	B	C	D	E	F	G	H	I	J
1										
2										
4		No	Name	Salary	Age	Description	Bonus	Savings	Total Income	Investation
5		1	Dadang	3000	27		100	500		Enough
6		2	Diding	1000	26		50	500		Enough
7		3	Dudung	1000	25		0	100		Low
8						Total Payment				
9						Hights Income				
10						Lowest Income				
11						Average Income				
12						Total Employees				

**Rules:**

- Description: If Salary greater than 2000, then Description "Senior", else Description "Junior"
- Savings: IF Salary greater than 2000, then Savings "500", else Savings "100"
- Total income: Salary + Bonus – Savings