

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:

a. Save in format of folder name: UTS+ Office2+Class+Full Name,

example: D:\UTS Office2 TO20B Tono Suhartono

b. Save in format of file name: UTS+ Office2+Class+Full Name,

example: D:\UTS Office2 TO20B Tono Suhartono

c. Answer in English!

d. 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!

- 1. Range
- 2. Border
- 3. H3
- 4. H1^G1
- 5. IF and Nested IF.

B. PRACTICE

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

Α	В	С	D	E	F	G	Н	I	J
								-	
	No	Name	Salary	Age	Description	Bonus	Savings	Total Income	Investation
	1	Dadang	3000	27		100	500		Enough
	2	Diding	1000	26		50	500		Enough
	3	Dudung	1000	25		0	100		Low
			Total Payment						
			Highets Income						
			Lowest Income						
		·	Average Income						
			Total Employees						
		No 1 2	No Name 1 Dadang 2 Diding	No Name Salary 1 Dadang 3000 2 Diding 1000	No Name Salary Age 1 Dadang 3000 27 2 Diding 1000 26	No Name Salary Age Description 1 Dadang 3000 27 2 Diding 1000 26 3 Dudung 1000 25 Total Path Highets I Lowest I Average I	No Name Salary Age Description Bonus 1 Dadang 3000 27 100 2 Diding 1000 26 50 3 Dudung 1000 25 0 Total Payment Highets Income Lowest Income	No Name Salary Age Description Bonus Savings 1 Dadang 3000 27 100 500 2 Diding 1000 26 50 500 3 Dudung 1000 25 0 100 Total Payment Highets Income Lowest Income Average Income	No Name Salary Age Description Bonus Savings Total Income 1 Dadang 3000 27 100 500 2 Diding 1000 26 50 500 3 Dudung 1000 25 0 100 Total Payment Highets Income Lowest Income Average Income

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