



FINAL PROJECTS

COMPUTER INFORMATION TECHNOLOG

CV RESUME

SPEED SHEET

ANALISE



MY RESUME

Consist of five sections which includes
my academic and professional
information.



MARYAM SAEED

Karachi Pk | maryamsaeed123@gmail.com | 000-000-0000 | [linkedin.com](https://www.linkedin.com)

PROFESSIONAL SUMMERY

Dedicated and responsible teacher with 2year of experience in school teaching. Passionate about educating young mind using clear and effective communication skills. Currently pursuing a certificate in information technology to enhance technical abilities.

EDUCATION

INTERMEDIATE Jun 2022-Apr 2024

ABC Collage (commerce)

MATRICULATION May 2022-July 2024

ABC School (computer science)

WORK EXPERIENCE

TEACHER Feb 2025-Present

- Master mind Schooling Systems

SKILLS

- Lesson planning
- Communication
- Teamwork
- Problem solving

INTEREST

- Art and hand crafting
- Painting

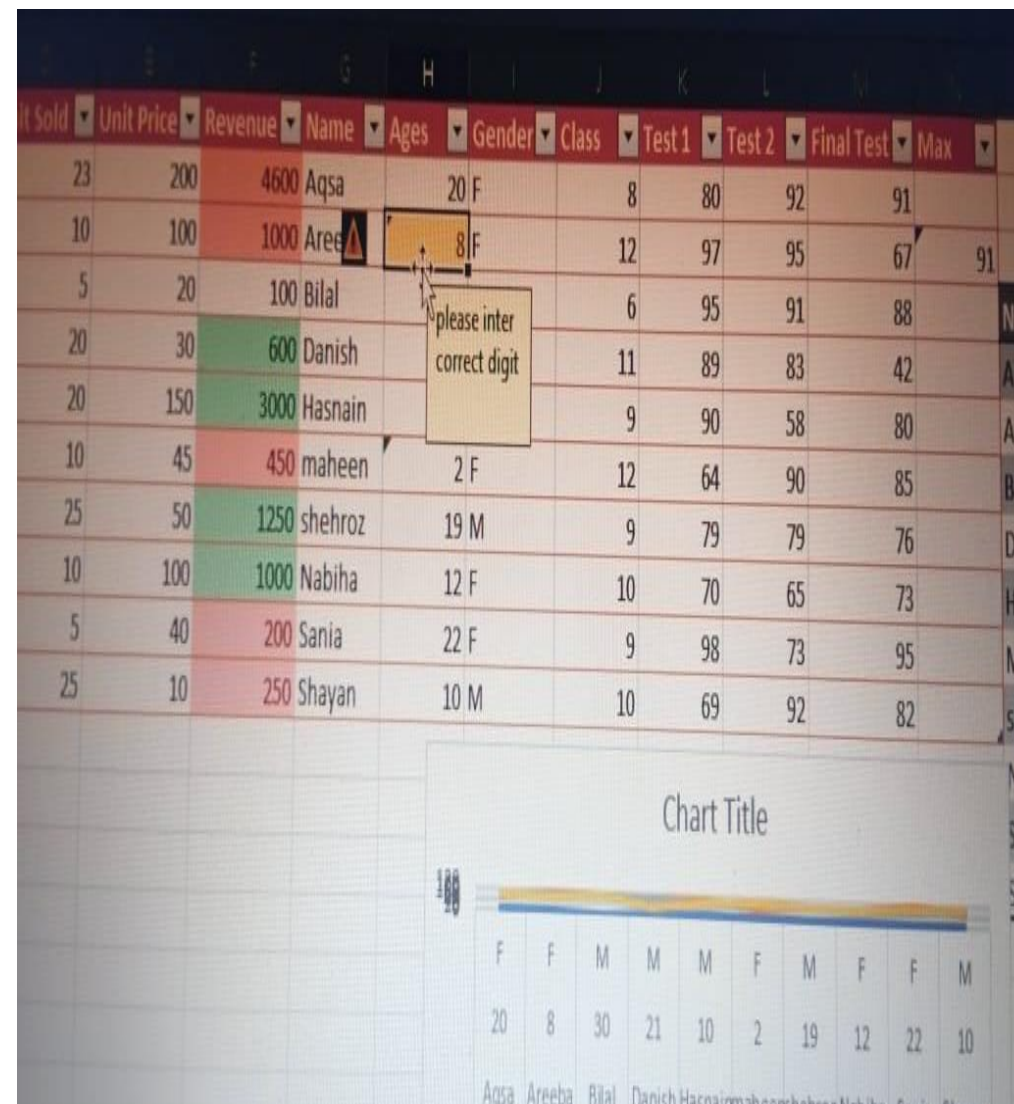
REFERENCES

Available on your request.



Data Validation

Here I have data validation and restricted to only enter a number between 1 to 10 and when he enters another number he gets an error.





VLOOKUP in Excel

VLOOKUP in excel is used to lookup a certain value in any column.



Book1 - Excel

File Home Insert Draw Page Layout Formulas Data Review View

Calibri 11 A A B I U Font Alignment

P5 =VLOOKUP(G2,G1:M11,7,FALSE)

Test 1	Test 2	Final Test	Max
80	92	91	
97	95	67	91
95	91	88	
89	83	42	
90	58	80	
64	90	85	
79	79	76	
70	65	73	
98	73	95	
69	92	82	

Name	Final Test	Test 1
Aqsa	91	PASS
Areeba	67	FAIL
Bilal	88	PASS
Danish	42	FAIL
Hasnain	80	PASS
Maheen	85	PASS
shehroz	76	FAIL
Nabiha	73	FAIL
Sania	95	PASS
Shayan	82	PASS

Chart Title

M	M	F	M	F	F	M
21	10	2	19	12	22	10
Danish	Hasnain	Maheen	shehroz	Nabiha	Sania	Shayan
600	3000	450	1250	1000	200	250
30	150	45	50	100	40	10
20	20	10	25	10	5	25

Sheet2 Sheet1

Ready Accessibility: Investigate

Type here to search Links Hafsa utube



SUM in Excel

Sum Add to number

The screenshot shows an Excel spreadsheet with two tables. The first table, located in rows 1-11, contains individual sales data. The second table, located in rows 13-16, is a summary of total revenues by product.

Name	Regions	Prouduct	Unit Sold	Unit Price	Revenue
Aqsa	West	C	23	200	4600
Areeba	North	C	10	100	1000
Bilal	South	A	5	20	100
Danish	East	C	20	30	600
Hasnain	East	B	20	150	3000
Maheen	North	B	10	45	450
shehroz	South	B	25	50	1250
Nabiha	North	A	10	100	1000
Sania	West	A	5	40	200
Shayan	East	A	25	10	250

Prouduct	Totle Revenues
A	6700
B	5000
C	7500

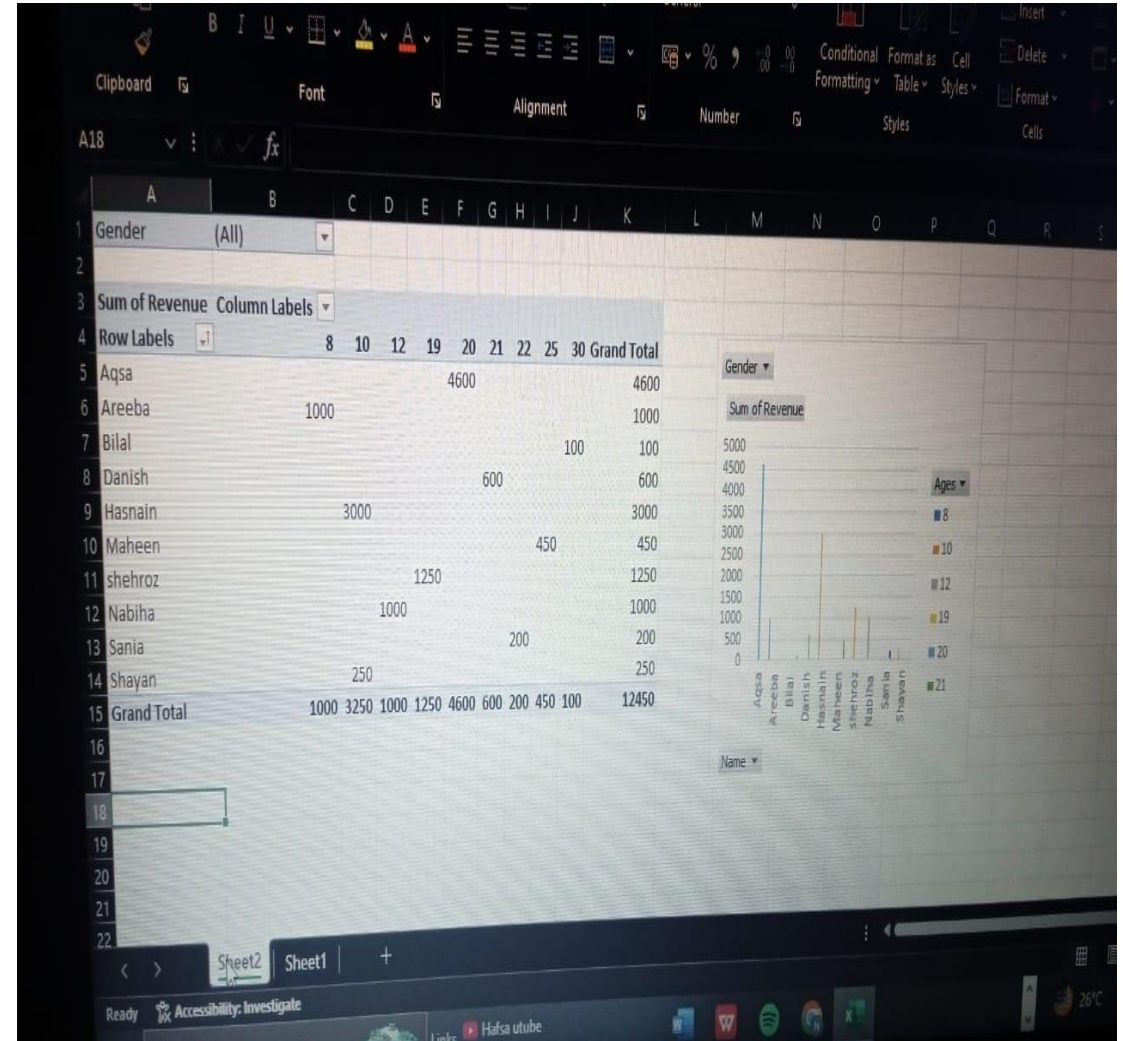
The formula bar at the top shows the formula `=SUM(F2,F5,F8,F11)` for cell B14. The status bar at the bottom indicates the spreadsheet is 'Ready' and includes a search bar and a link to 'Hafsa utube'.





Pivot Table in Excel

I have created a pivot table in excel to sort and filter my data.





If in Excel

If the condition is TRUE, it shows one result.

If the condition is FALSE, it shows another result.



The screenshot shows the Microsoft Excel interface. The formula bar at the top displays the formula `=IF(M2<80,"FAIL","PASS")`. Below the formula bar, a table is visible with columns for 'Test 2', 'Final Test', and 'Max'. The table contains the following data:

Test 2	Final Test	Max
92	91	
95	67	91
91	88	
83	42	
58	80	
90	85	
79	76	
65	73	
73	95	
92	82	

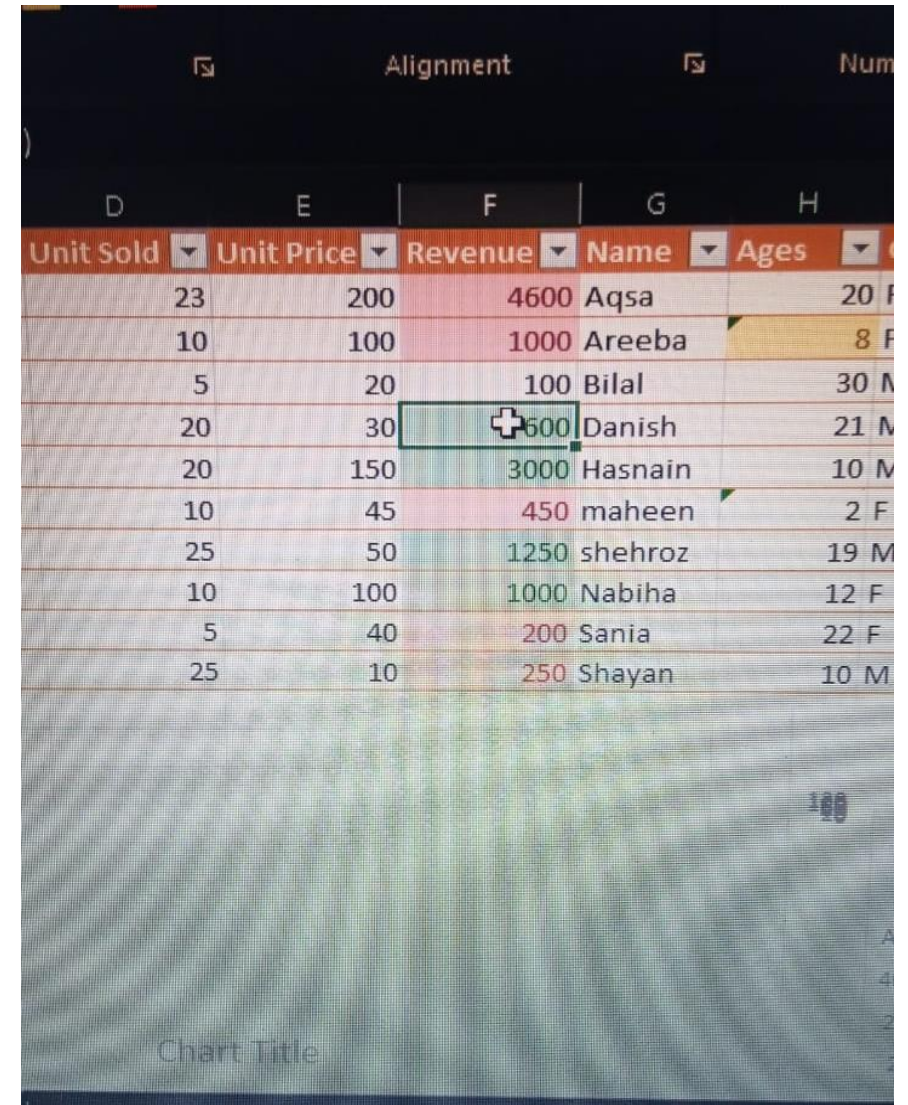
Below this table, another table is shown with columns for 'Name', 'Final Test', and 'Test 1'. The data in this table is as follows:

Name	Final Test	Test 1
Aqsa	91	PASS
Areeba	67	FAIL
Bilal	88	PASS
Danish	42	FAIL
Hasnain	80	PASS
Maheen	85	PASS
shehroz	76	FAIL
Nabiha	73	FAIL
Sania	95	PASS
Shayan	82	PASS



Conditional Formatting in Excel

Conditional formatting is used in excel sheets to automatically change the color, style or format of a cell based on a condition.



	D	E	F	G	H
	Unit Sold	Unit Price	Revenue	Name	Ages
	23	200	4600	Aqsa	20 F
	10	100	1000	Areeba	8 F
	5	20	100	Bilal	30 M
	20	30	600	Danish	21 M
	20	150	3000	Hasnain	10 M
	10	45	450	maheen	2 F
	25	50	1250	shehroz	19 M
	10	100	1000	Nabiha	12 F
	5	40	200	Sania	22 F
	25	10	250	Shayan	10 M

Chart Title