Excel Exercise

You are given two spreadsheets of fake information from different lenders that provide schools loans. Your goal is to get summary information by year from each lender as well as combined outcomes across both lenders, without duplicate information. In this work, lenders will occasionally work together to provide financing to a school.

First, please clean the data in each of the lender documents to include one school per row and ensure that all information for that school’s transaction is contained within one row. Some transactions include multiple schools. Please ensure that any row/cell can be referenced by itself (without referring to another part of the spreadsheet).

Create a basic summary table with the following information:

* + 1. The sum of loans amounts by lender by year without double counting.
    2. The number of schools served by lender by year.
    3. The total amount of loans serviced by each lender across all years without duplicate information.
    4. The total number schools served across all years by lender without double counting schools.
    5. The total amount of loans serviced by both lenders across all years without duplicate information.
    6. The total number schools served by both lenders across all years without double counting schools.

Please create a memo:

* Documenting your steps
* Include any assumptions made in cleaning, summarization, and analysis
* Explaining your summary findings for the internal team and for the client