

Part A

Name this range "Nums1-10":	1
	2
	3
	4
	5
	6
	7
	8
	9
	10
Sum of Nums1-10:	
Average of Nums1-10:	
Five random numbers between +/-100. Name this range RandNums:	
Max of RandNums:	
Min of RandNums:	
Difference between Max and Min of RandNum:	
Random number between 0 and 1:	
Write a formula using 3 identical numbers with an addition operator and a multiplication operator that equals 12.	
Random number between 65 and 90:	
Character value of the random number above:	

All answers for Part A go in column B.

(must use named range)

(must use named range)

Format the cells in RandNums so the negative numbers are red with no negative sign.

(must be a positive number)

(use this number for next task)

Part B

Sales Tax:	0.13	(show this number in %)
January	87029	(fill in January to July automatically)
	50699	
	52905	
	80384	
	55663	
	93345	
July	25814	

Continued on Sheet 2 (Part C)...

Part C

1. Format the headings in the table below neatly and appropriately (use a style).
2. Put a double underline under the headings.
3. Pull in the January to July month names and sales (using relative references) from the previous sheet.
4. Calculate the tax for each month using an absolute reference back to the Sales Tax number on sheet 1.
5. Calculate and display the total total sales. (look for location below)
6. Calculate and display the average total sales. (look for location below)
7. Format any totals that are below the sales average in a red font. Use conditional formatting for this.
8. Format all dollar values with two decimal places and a left-aligned dollar sign.

Month	Sales	Tax	Total
		Total:	
		Average:	

Part D

1. Create a separate Excel file called "Total-Sales".
2. In it, put:

The total sales are: \$ 234,563.45

...where the total sales value is pulled in from this Excel file (cell D21).