Student Name	Marks	
Riya	45	Pass
Siya	72	
Raju	55	
Rahul	80	
Ram	30	

2. company gives a bonus if sales are above 40,000 and attendance is greater than or equal to 90%. Write a
formula to calculate whether the employee will get a bonus or not .

Employee	Sales	Attendance	Bonus
Arjun	55000	95	Eligible for bonus
Simran	65000	85	Not eligible
Rohit	30000	90	Not eligible
Anjali	25000	65	Not eligible

Please refer Sheet 2 to check further questions. ->

Student Name	Marks	Answers	3. Write a nested IF formula: If marks in B2 are ≥ 90 → "A" , ≥ 75 → "B" , ≥ 50 → "C" , otherwise "Fail" .
Raj	85	B	
Neha	96	A	
Vivek	57	C	
Rani	92	A	
Sneha	75	B	

4. Find the Department of Employee ID = E103. Also explain which LOOKUP function is used and why?

EmpID	Name	Department	Answer	Reason for provided answer
E101	Raju	IT	Finance	As provided data is in vertical hence Vlookup function is to be used
E102	Riya	HR		
E103	Roshni	Finance		
E104	Sejal	Sales		

5. A company has set the following commission structure for its sales team:

Sales Amount	Commission Rate	Salesperson achieves	Applicable commision rate
0	5.00%	45000	10.00%
20000	10.00%		
50000	15.00%		
80000	20.00%		

6. The HR department maintains the following leave records of employees:bonus or not .

Write an IF function to check whether an employee has Exceeded their allowed leave balance. If Leaves Taken > Allowed Leaves, display "Exceeded". Otherwise, display "OK"

Employee Name	Leaves Taken	Leaves Allowed	Exceeded/OK
Alex	10	12	OK
Bob	10	15	OK
Anna	8	12	OK

7. Find the salary of EmpID = E105 using INDEX-MATCH Function

EmpID	Salary	Answer
E104	55000	
E105	72000	72000
E106	62000	
E102	41000	

8. use the XLOOKUP function to find the Department of the employee with Emp ID = E303

EmpID	Salary	Ans
E101	HR	
E303	IT	
E106	Sales	
E301	Finance	