

Dashboard

Week_6_Assignment 6

Total Sales

INR
15,65,804.32

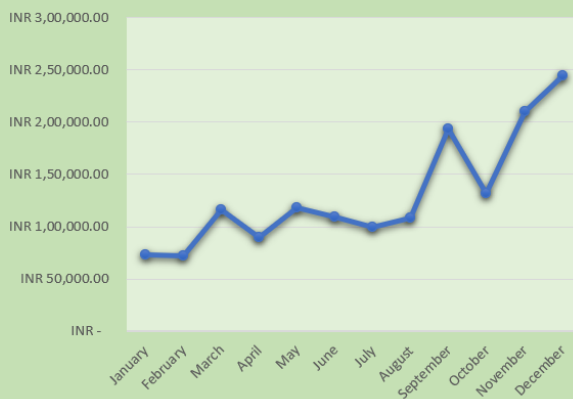
Profit

INR
1,75,262.11

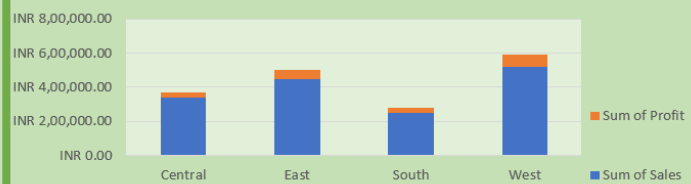
Average Sales

INR 265.30

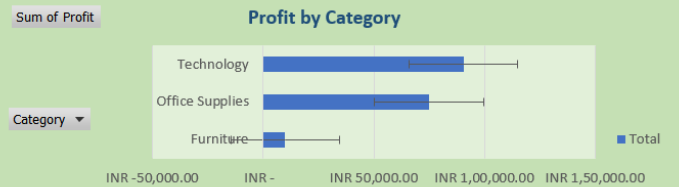
Monthly Sales Trend



Sales by Region



Profit by Category



1. Calculate **Total Sales** using SUM()

=SUM(F:F)		
P	Q	R
	Total Sales	
	INR 15,65,804.32	

2. Calculate **Average Sales** using AVERAGE()

=AVERAGE(F:F)		
P	Q	R
	Average Sales	
	INR 265.35	

3. Find the **Highest and Lowest Sales** using MAX() and MIN()

=MAX(F:F)		
Q	R	
Highest Sale		
INR	9,099.93	

=MIN(F:F)		
Q	R	
Lowest Sale		
INR	0.84	

4. Count total number of sales records using:

4.1. COUNT()

=COUNT(F:F)		
Q	R	
Count Numbers		
INR	5,901.00	

4.2. COUNTA()

=COUNTA(A:A)		
Q	R	
Count non-empty		
INR	5,902.00	

Logical Functions

1. Use the IF() function to classify sales:

1.1. If Sales > 50,000 → “High Sales” Else → “Low Sales”

=IF(Q2>50000,"High Sales","Low Sales")			
R	S	T	
	Sales Category		S
	High Sales		II

1.2. Use AND() or OR() to create a condition-based column

Sales > 30,000 **AND** Profit > 5,000 → “Good Performance”

Font		Alignment	
fx =IF(AND(Q2>30000,U2>5000),"Good Performance")			
R	S	T	U
	Proformance		
	Good Performance		

Data Cleaning in Excel

1.Clean the **Customer / Product Name** column using:

TRIM()

PROPER()

fx =PROPER(TRIM(D2))	
	E
Clean Name	S
Bush Westfield Collection	
Bush Westfield Collection	
Ge 30522Ee2	

Use **Text to Columns** to split:

Product Code

A	B	C
Product ID	Column1	Column2
FUR	BO	10004709
FUR	BO	10004709
TEC	PH	10000455
OFF	ST	10003692
TEC	AC	10002217
TEC	AC	10002942
TEC	PH	10002890
FUR	TA	10000617
OFF	BI	10004364
TEC	CO	10000971
OFF	AR	10004078
OFF	BI	10002026
TEC	AC	10001714

TASK 4: Lookup & Date Functions

1. Use **VLOOKUP / XLOOKUP** to fetch:
 - Category based on Product ID

	K	L	M
	Product ID	Category	Category Lookup
	FUR-BO-10004709	Furniture	=VLOOKUP(K2, K:L, 2, FALSE)
	FUR-BO-10004709	Furniture	F VLOOKUP(lookup_value, tabl
	TEC-PH-10000455	Technology	Technology
	OFF-ST-10003692	Office Supplies	Office Supplies
	TEC-AC-10002217	Technology	Technology
	TEC-AC-10002942	Technology	Technology
	TEC-PH-10002890	Technology	Technology
	FUR-TA-10000617	Furniture	Furniture
	OFF-BI-10004364	Office Supplies	Office Supplies
	TEC-CO-10000971	Technology	Technology
	OFF-AR-10004078	Office Supplies	Office Supplies
	OFF-BI-10002026	Office Supplies	Office Supplies
	TEC-AC-10001714	Technology	Technology
	OFF-AR-10003958	Office Supplies	Office Supplies
	TEC-PH-10002923	Technology	Technology
	OFF-AR-10003696	Office Supplies	Office Supplies
	FUR-FU-10004270	Furniture	Furniture
	OFF-PA-10004621	Office Supplies	Office Supplies
	FUR-BO-10002545	Furniture	Furniture
	OFF-BI-10001460	Office Supplies	Office Supplies
	OFF-BI-10001236	Office Supplies	Office Supplies

Year using YEAR()

[illegible]

Month using MONTH() or TEXT()

	Month	Product
019	January	FUR-BO
019	January	FUR-BC
019	January	TEC-PH
019	January	OFF-ST
019	January	TEC-AC
019	January	TEC-AC
019	January	TEC-PH
019	January	FUR-TA
019	January	OFF-BI-
019	January	TEC-CC
019	January	OFF-AR
019	January	OFF-BI-

TASK 7: Conceptual Questions

1. Why is Excel still widely used in Data Analytics?

- Excel is widely used in Data Analytics because it is easy to use, available everywhere, supports powerful functions and Pivot Tables, allows quick visualization, and is well understood by both analysts and business users.

2. What is the difference between COUNT() and COUNTA()?

- **COUNT()** counts only cells that contain numeric values.
COUNTA() counts all non-empty cells (numbers, text, dates, etc.).

3. What is a Pivot Table and why is it important?

- A **Pivot Table** is a tool in Excel used to summarize, analyze, and reorganize large datasets quickly. It is important because it allows fast aggregation (sum, count, average), easy comparison, filtering, and generation of insights without complex formulas.

4.What are slicers and how do they help in dashboards?

- **Slicers** are visual filter controls in Excel that allow users to interactively filter data in Pivot Tables and dashboards.
- They help by making dashboards dynamic, easy to use, and enabling quick analysis by category, time period, or any other dimension.

5.Why is data cleaning important before analysis?

- Data cleaning is important because it removes errors, duplicates, and missing or inconsistent values, ensuring the analysis is accurate, reliable, and based on quality data.

