

# Instructions for Project 4: Government Contracts

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For this project you will continue to enhance your Excel skills. In the Project 4 solution template, please answer all of the questions using complete sentences and proper grammar.<sup>1</sup>

## Instructions for Task 1:

Each year the government spends approximately 500 billion dollars on government contracts with companies for various supplies and services. For this problem you will be assuming the role of a government auditor working with the contracts from a 5 or 6-month period from the previous year, examining the probabilities and what they mean in context of the problem.

In Excel open the spreadsheet Project 4 document, and open the tab labeled Task 1.

**Note:** This is a larger data set than we've used previously so it might take longer to open.

1. For this problem you will only need your filtering skills in order to answer the questions. For reminders about different ways to filter, see Project 1 and Project 2 instructions.

## Instructions for Task 2:

For this task we will use the same data as in Task 1. You probably noticed as you worked through the questions in Task 1 that the data is not easily synthesized in the form it is presented in. For this task, you will be creating a two-way table for the Governor of Arizona that shows the breakdown of contracts and answer some probability questions.

1. In Excel, open the spreadsheet Project 4 document, and open the tab labeled Two-way Table for Task 2.
2. For this problem you will only need your filtering skills in order to answer the questions. For reminders about different ways to filter see Project 1 and Project 2 instructions.
  - When filtering the data, we recommend you **filter by product type first** and then by each agency filling in the table column by column.
  - When filtering the product type there are two different items per category (i.e. Food/Kitchen should be filtered in such a way to include Food **OR** Kitchen). You'll want to use the search option "Contains".
  - To calculate the other values, use the total and the cells you can fill in by filtering to find these values.
  - *Hint:* Total=Sum of all of the agencies contracts; how can you use this to help you fill in the values for the "Other" column?

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<sup>1</sup> The Data for this project were obtained from Enigma. The original source of the data can be found at <https://app.enigma.io/table/us.gov.government-spending.awards.contracts.2016> and <https://app.enigma.io/table/us.gov.dol.ofc.h2a.2016?row=0&col=5&page=1>. This work is licensed under the Creative Commons Attribution-Share Alike 4.0 United States License. You may copy, distribute, display, and perform this copyrighted work, but only if you give credit to Enigma, and all derivative works based upon it must be published under the Creative Commons Attribution-Share Alike 4.0 International License. The Creative Commons License can be found at <http://creativecommons.org/licenses/by-nc/4.0/legalcode>.