1.Find the Minimum Marks and Maximum marks scored by each student.

    Ans- using min and max formula

2. Calculate the totals for each student, use conditional formatting to highlight the top students who have scored more than 480.

    Ans – student not get the marks in greater than 480

3. Calculate the length of the names of each student.

    Ans – using len formula

4. Replace the Name Rakhi with Rocky. Use Formulas
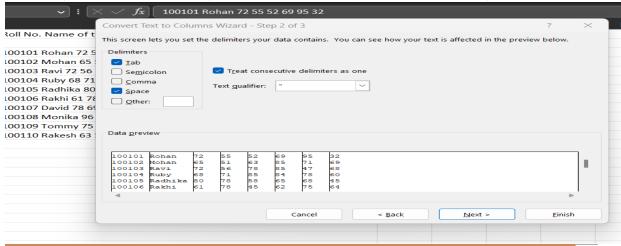
    Ans – using replace formula

5. Combine the Roll Numbers and Names. Use formulas. The end result

should look like 100101Rohan.

    Ans – using concat

6. As you can see that some names have spacing issues. Use Formulas

to correct that spacing. Also ensure that the names and surnames start

with a capital letter

    ans – using trim, replace, proper function

Roll No.	Name of the student	removing space	replace name	combine	S
100101	Rohan	Rohan	Rohan	100101Rohan	
100102	Mo han	Mo han	Mohan	100102Mohan	
100103	Ravi meheta	Ravi meheta	Ravi Meheta	100103Ravi Meheta	
100104	Ruby tondon	Ruby tondon	Ruby Tondon	100104Ruby Tondon	
100105	Radhika gupta	Radhika gupta	Radhika Gupta	100105Radhika Gupt	
100106	Rakhi	Rakhi	Rocky	100106Rocky	
100107	Davi	Davi	Davi	100107Davi	
100108	Mo nika mis hra	Mo nika mis hra	Monika Mishra	100108Monika Mishr	
100109	Tommy singh	Tommy singh	Tommy Singh	100109Tommy Singh	
100110	P.Rakesh	P.Rakesh	P.Rakesh	100110P.Rakesh	

fx   100101 Rohan 72 55 52 69 95 32

Convert Text to Columns Wizard – Step 2 of 3

Roll No. Name of t

100101 Rohan 72 5
100102 Mohan 65
100103 Ravi 72 56
100104 Ruby 68 71
100105 Radhika 80
100106 Rakhi 61 78
100107 David 78 69
100108 Monika 96
100109 Tommy 75
100110 Rakesh 63

This screen lets you set the delimiters your data contains. You can see how your text is affected in the preview below.

Delimiters
- ☑ Tab
- ☐ Semicolon
- ☐ Comma
- ☑ Space
- ☐ Other:

☑ Treat consecutive delimiters as one

Text qualifier: "

Data preview

```
100101  Rohan    72   55   52   69   95   32
100102  Mohan    65   51   63   85   71   69
100103  Ravi     72   56   78   85   47   68
100104  Ruby     68   71   85   84   78   60
100105  Radhika  80   78   58   65   68   45
100106  Rakhi    61   78   45   62   75   64
```

Cancel   < Back   Next >   Finish

Sub-1	Sub-2	Sub-3	Sub-4	Sub-5	Sub-6	Min	Max	Total	Length
72	55	52	69	95	32	32	95	375	11
65	51	63	85	71	69	51	85	404	10
72	56	78	85	47	68	47	85	406	18
68	71	85	84	78	60	60	85	446	18
80	78	58	65	68	45	45	80	394	20
61	78	45	62	75	64	45	78	385	14
78	69	96	52	63	87	52	96	445	11
96	85	86	84	45	63	45	96	459	24
75	63	54	63	61	98	54	98	414	20
63	52	96	87	78	45	45	96	421	8