WEEK 2 (11/09/2024)
FUNCTIONS IN EXCEL

Date Based Functions

1. Calculate the age of each employee in years based on their date of birth.
2. Find out how many days there are between the employee's joining date and today's date.
3. Extract the month and year from the joining date.

Use Text /String Based Functions

1. Extract the first name from the "Name" column (assume the names are in "First Last" format). (Use LEFT())
2. Extract the domain name (e.g., example.com) from the "Email" column. (Use MID())
3. Combine the employee's name and department into one string (e.g., "John Doe - Sales”). (Use CONCATENATE())
4. Convert all the names in the "Name" column to uppercase.
5. Find the number of characters in each employee's email address. (Use LEN())
6. Remove any extra spaces from the names (useful if there are leading or trailing spaces). (Use TRIM())
7. Replace the first part of the phone number (country code) with "XXX" for privacy. (Use REPLACE())

Use Logical Functions

1. Check if an employee works in either Sales or Marketing. If they do, return "In Sales/Marketing", otherwise return "Not in Sales/Marketing”. (Use IF and OR)
2. Check if the employee’s sales are over 100,000 and they are from the Sales department. If both conditions are true, display "High Performer", otherwise display “Standard". (Use IF and AND)
3. Check if the sales figure is an even number. If even, return "Even Sales", otherwise return "Odd Sales”. (Use ISEVEN)
4. Check if an employee's sales are more than 20% higher than their target. If true, return "Outlier", otherwise “Normal".
5. Use MAX and IF to find the maximum sales achieved by employees in the Sales department.
6. Use NOT to check if an employee is not in the IT department. If they aren’t, return "Not IT", otherwise “IT".

Use Mathematical Functions

1. What is the total sales generated by all employees?
2. Calculate the average sales made by all employees.
3. What is the highest sales and the lowest value in the dataset?
4. How many employees have a recorded sales figure?
5. What is the total bonus given to all employees?
6. Round the sales values to the nearest thousand.

7. Calculate what the sales figure would be if each employee's sales increased by 10%.
8. Calculate the square of each employee's sales value.
9. Find the absolute difference between sales and bonus for each employee.
10. Calculate the average sales for employees in the Sales department. (Use AVERAGEIF)
11. Count the number of employees whose sales are above 100,000.