Activities for Observation

1. Please read the reference material provided and summarise functions by category with one line description for each.

2. For the Table shown below, what would be the functions used?

	A	B	C	D	E	F	G	H
1			**Clever Quentin's Used Cars**					
2	**Weekly Payroll**							
3	Department: Vehicle Sales							
4								
5								
6	**First Name**	**Last Name**	**Hours**	**Rate**	**Gross Pay**	**Tax**	**Net Pay**	**Superannuation**
7	Virginia	Bernard	16	25.90	414.40	82.88	331.52	33.15
8	Catherine	Harvest	24	16.40	393.60	78.72	314.88	31.49
9	Steve	Jones	40	28.50	1,140.00	228.00	912.00	91.20
10	Sam	McGregor	40	25.70	1,028.00	205.60	822.40	82.24
11	Sandra	O'Shea	35	29.60	1,036.00	207.20	828.80	82.88
12	Eddie	Smith	40	28.50	1,140.00	228.00	912.00	91.20
13								
14	**Totals**				5,152.00	1,030.40	6,182.40	412.16
15								
16	**Average**		32.5	25.77	858.67	171.73	686.93	68.69
17	**Maximum**		40	29.60	1,140.00	228.00	912.00	91.20
18	**Minimum**		16	16.40	393.60	78.72	314.88	31.49
19								
20								