WEBDOM PRIVATE LIMITED

Institute of computer course & management

मुशहरी थाना के पास, पूसा रोड, मुजफ्फरपुर

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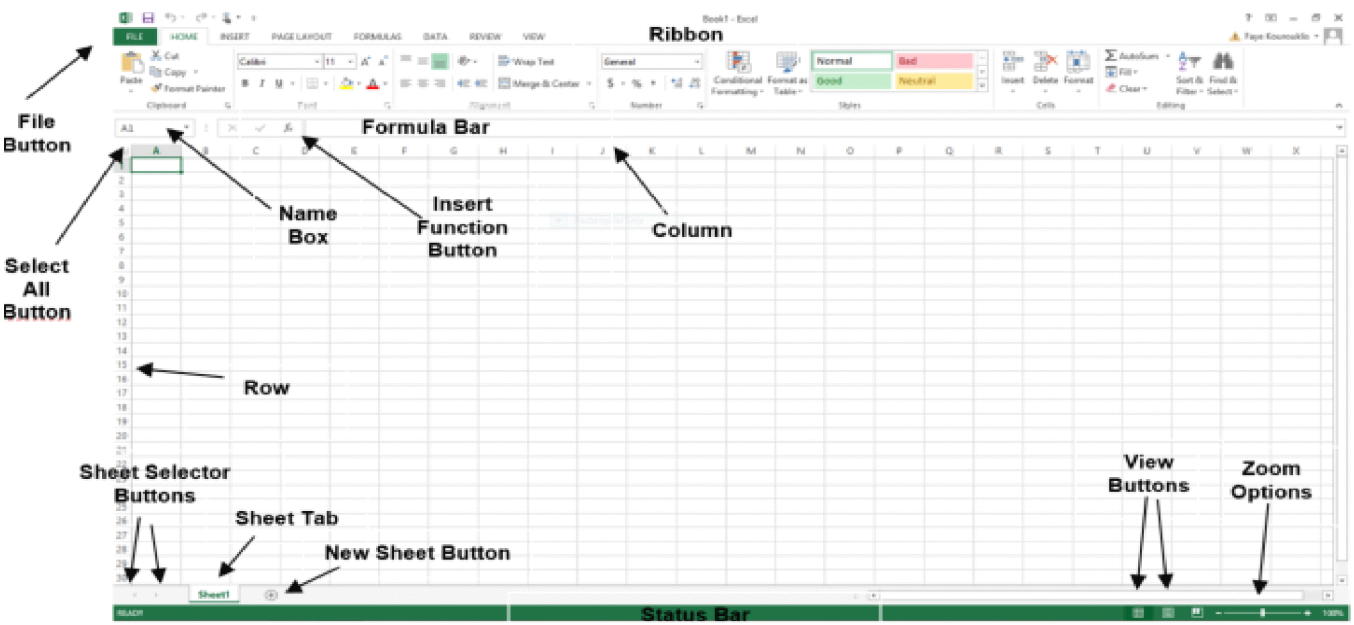
Kumod kumar M.C.A(s.v.n.uni)

MS Excel क्या है?

MS Excel क्या है? – **MS Excel** यह **Microsoft Office Package** का एक भाग है जिसे **माइक्रोसॉफ्ट कारपोरेशन** द्वारा **Develop** किया गया है, जिसके द्वारा हम विभिन्न प्रकार के गणितीय एवं तार्किक कार्य कर सकते है, **MS Excel** से हम **गणिती एवं तार्किक डेटाबेस** तैयार कर सकते हैं.

MS Excel Developed By	**Microsoft Corporation**
Launched Year	**1987**
Latest Version	**MS Excel 2022 & Office365**
MS Excel Extension Name	**Ms Excel 2003 – .xls, Ms Excel 2019 – .xlsx**
Website	**www.microsoft.com**

एमएस एक्सेल क्या है : एमएस एक्सल **स्प्रेडशीट एप्लीकेशन** है, जिसका उपयोग गवर्नमेंट ऑफिस, प्राइवेट कंपनियों, स्कूल और कॉलेजों में **डेटा मैनेजमेंट** के लिए किया जाता है, **ms excel** के माध्यम से हम **Data** को **Filter**, **Sorting, Calculation, Formatting** कर ऑफिस कार्य और **डाटा रिपोर्टिंग** किया जाता है. **MS excel** इलेक्ट्रॉनिक लाइनों से मिलकर बना होता है जिसमें एक से अधिक वर्कशीट होते हैं, जिसके माध्यम से हम विभिन प्रकार के **गणितीय डेटाबेस, डाटा ग्राफ, इनपुट टेबल, समरी टेबल** तैयार कर सकते हैं



स्प्रेडशीट से क्या तात्पर्य है? – स्प्रेडशीट को ही **वर्कशीट** कहा जाता है यह **ms-excel** का प्राथमिक डॉक्यूमेंट है, जिसमें हम डाटा के साथ कार्य करते हैं तथा इसे संग्रहित करते हैं

स्प्रेडशीट मुख्यता वर्कशीट का ग्रुप होता है. यह इलेक्ट्रॉनिक लाइन होता है वर्कशीट सेल से बनता है, जो **Row** और **Column** में मिलकर बना होता है वर्कशीट हमेशा वर्क बुक में सेव किया जाता है.

प्रत्येक **worksheet** में **Rows – 1048576** तथा **65536 – columns** होते है.

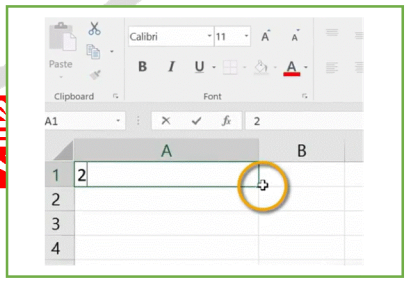
Math and formula operators

Symbol	Operation	Example
+	Addition	=2+3=5
-	Subtraction	=9-2=7
*	Multiplication	=6*7=42
/	Division	=9/3=3
^	Exponentiation	=4^2=16
()	Parentheses	=(2+4)/3=2
&	Concatenation	="Z"&100 = "Z100"
:	Range	=SUM(F5:F14)=55
<space>	Range Intersect	=F1:F14 A10:G10 = 6
@	Implicit Intersection	@F5:F14 = 10

Practice 01

	A	B	C	D	E	F
1	Name of item	Model	Quantity	Rate	Total	
2	oppo	f9	20	10000	200000	=(C2*D2)
3	vivo	12	20	8999	179980	
4	techno spark	2020	10	9500	95000	
5						

यहाँ पर सामान का मात्रा **c** में है **c** जो कॉलम का पता है और 2 जो **rows** का पता है इसलिए **c**2 और दोनों में गुना हगा इसलिए *लिया है और मूल्य है **d**2 में इसलिए **d**2 लिए



तो टोटल में हम **=(c2*d2)** **कर के इंटर प्रेस करना है**

Practice 2.

	A	B	C	D	E	F	G	H	I	J
1	Name of item	Model	Quantity	Rate	Total	discount rate %	discount amount	sub total	paid amount	dues
2	oppo	f9	20	10000	200000	3	6000	194000	75000	119000
3	vivo	12	20	8999	179980	4	7199.2	172780.8	172780	0.8
4	techno spark	2020	10	9500	95000	10	9500	85500	85500	0
5										

टोटल तक आप सिख चुके है इसके आगे डिस्काउंट रेट मतलब छुट आप खुद से डाले

- डिस्काउंट अमाउंट **=(E2*F2/100)** यहाँ पर **E2** में टोटल है इसलिए **e**2 लिए और डिस्काउंट रेट **F**2 में है इसलिए **f**2 और भाग देंगे 100 से
- सब टोटल में जितना डिस्काउंट अमाउंट आया है उसको टोट **=(E2-G2)** ए

पेड अमाउंट आप खुद से डाले जितना आपको भुगतान करना अबसब टोटल अमाउंट में से पेड अमाउंट को घटाए **=(h2-i2)**

अब सारा फॉर्मेट इसी तरह से बनाना है और कैलकुलेशन भी सोच समझकर करना है

Excel practice 3.

GST- goods and services tax

SGST-state goods and service tax

CGST- central goods and service tax

Excel class 3

name of item	model	qty	rate	total	discount %	discount amt	subtotal	9 % SGST	5% CGST	ground total
oppo	f9	20	16999	339980	2	6799.6	333180	30598.2	16999	380777.6

- ✓ **Total =(D11*C11)**
- ✓ **Discount amount =(E11*F11/100)**
- ✓ **Subtotal =(E11-G11)**
- ✓ **9 % SGST =(E11*9/100)**

5% CGST =(E11*5/100)

Ground total =SUM(H11+I11+J11)

	A	B	C	D	E	F	G	H
1	purchase invoice							
2	name of item	model	qty/pcs	rate	total	extra cost	per pcs cost	total value
3	richa gold	25kg	50	1300	65000	1000	20	1320
4	mini kit	50kg	25	2500	62500	2500	100	2600
5	richa gold	25kg	50	1200	60000	1000	20	1220
6	mini kit	50kg	25	2500	62500	2500	100	2600
7	richa gold	25kg	50	1200	60000	1000	20	1220
8	mini kit	50kg	25	2500	62500	2500	100	2600
9	richa gold	25kg	50	1200	60000	1000	20	1220
10	mini kit	50kg	25	2500	62500	2500	100	2600
11	richa gold	25kg	50	1200	60000	1000	20	1220
12	mini kit	50kg	25	2500	62500	2500	100	2600
13	sales							
14								
15	name of item	model	qty/pcs	rate	total	profit	stock	
16	richa	25kg	2	1400	2800	80	48	
17								
18								

Total =(C3*D3) **per pcs cost=** =(F3/C3)

Total value =(D3+G3) **profit =** =(D16-H3) **stock** =(C3-C16)

Practice 4.

webdom private limited

course details & admission

sl.no	name of student	mobile number	adhar number	Address	course	course fee	duration	registration fee	Admission fee	total fee
1	rohan kumar	9302431754	548202169873	mushari, pusa road muzaffarpur	ADCA	6200	1 year	300	200	6700
2	bablu kumar	9234293029	544547896254	kalyani muzaffarpur 842002	DCA	3200	6 months	300	200	3700
3										
4										

Total Fee =(I5+K5+L5)

Installment amount =(M5/N5)

number of installment	installment amount	installment 1	installment 2	installment 3	installment 4	installment 5
5	1340	1340				
3	1233.333333					

practice 5.

	A	B	C	D	E	F	G	H
1								
2						worksheet 01		
3	name of worker	date of joining	working days	rate per days	total	advance paid 1	date	advance paid 2
4	mohan	7/9/2021	220	478	105160	5000	1/11/2021	4000
5	rohan kumar	10/12/2022	160	550	88000	2000	1/1/2023	10000
6								

	H	I	J	K	L	M	N	O	P
1	01								
2									
3	advance paid 2	date	advance paid 3	date	total adv paid	sub total	now paid	ground total	date
4	4000	15/11/2021	5000		14000	91160	80000	11160	
5	10000	1/3/2023	1000	10/3/2023	13000	75000	70000	5000	
6									

TOTAL = (D4*C4), **Total Advance Paid =SUM(F4+H4+J4)**

Sub total =(E4-L4) **ground total =(M4-N4)**

Practice 5

	A	B	C	D	E	F	G	H	I
1							purchase invoice		
2	1	name of item	model	quantity	rate	total	discount rate %	discount value	sub total	9%
3	2	oppo	f19	10	16550	165500	4	6620	158880	1
4	3									
5	4									

J	K	L	M
9% sgst	9% cgst	total tax	ground total
14299.2	14299.2	28598.4	187478.4

total =(D3*E3)

discount value =(F3*G3/100)

sub total =(F3-H3)

9% sgst =(I3*9/100)

9% cgst =(I3*9/100) total tax =(J3+K3)

Ground total =(I3+L3)

Practice 6.

	B	C	D	E	F	G	H	I	J	K	L
1											
2			salary sheet								
3					D.A	DEARNESS Allowance					
4					H.R.A	HOUSE RENT Allowance					
5					T.A	TRAVELLING Allowance					
6					M.A	MEDICAL Allowance					
7					P.F	Provident Fund					

Practice 6.

	NAME OF EMPLOYEE	DATE OF JOINING	SALARY	WORKING DAYS	PRESENT	ABSENT	GROSS SALARY	D.A 10%	HRA 5%	TA 2%
8										
9	Harish kumar	10/12/2022	30000	26	24	2	27692.30769	2769.23	1384.62	553.846
10										

K	L	M	N
.A 4%	TOTAL SALARY	PF 8 %	SUB TOTAL
.107.69	33507.69231	2680.62	30827.077

ABSENT =D9-E9

GROSS SALARY =(C9/D9*E9)

D.A 10% =(G9*10/100)

H.R.A. =(G9*5/100)

T.A =(G9*2/100)

M.A =G9*4/100 , TOTAL SALARY =SUM(G9:K9), PF=(L9*8/100), SUB TOTAL =(L9-M9)

Practice 7.

	A	B	C	D	E	F	G
1	name of worker	date of joining	net salary	working days	present	leave	gross salary
2	neeraj	13.03.2021	21000	26	24	2	19384.615
3							
4							
5							

H	I	J	K	L
over time hours	over time day	over time rate	total	final salary
159	19.875	850	16894	36278.36538

=(D2-E2) leave , gross salary =(C2/D2*E2), over time day =(H2/8).

Total salary =(I2*J2), final salary =(G2+K2)

Practice 8. Petrol pump calculation

Bharat petrolium

shift details

shift A 6am to 1 pm

sl no	name of nosel man	nosel	RATE	SALES IN LTR	TOTAL SALES	PAID TO SUPERVISOUR	SHORTAGE
1	aman kumar	diesel	106.1	800	84880	80880	4000
2	SUMAN	PETROL	110.12	700	77084	77084	0
3	ROHAN	PETROL	110.12	1500	165180	165180	0
4	HARISH	diesel	106.1	750	79575	79575	0
5	MANISH	diesel	106.1	395	41909.5	41000	909.5
6	CHANDAN	PETROL	110.12	225	24777	24770	7
7	AMIT	diesel	106.1	108	11458.8	11458	0.8
	total sales			4478	484864.3	479947	4917.3

shoratage list	
name	amount
aman	4000

Sheet1 Sheet2

Practice 9.

Emi calculation

name of bike	model	cc	ex.price	registration	rtx	insurance	total price	10 % intrest yearly	year loan	total intrest
hero	hf delux	100	62000	3000	1500	3500	70000	7000	2	14000

processing fee	total after interset	24 months emi	3 months downpay ment	sub total
2500	86500	3604.167	10812.5	75687.5

total price =SUM(D2:G2)

10% interest =(H2*10/100)

Total interest =(I2*J2)

Total after interest =(H2+K2+L2)

24 months EMI =(M2/24),3

months downpayment =(N2*3),

sub total =(M2-O2)

practice 10. Loan calculation

EXCEL CLASS LOAN CALCULATION

NAME OF CUSTOMER	TYPE OF LOAN	LOAN AMOUNT	PER 10 % yearly	tenure in year	total intrest	tenure in months	PROCESSING FEE	TOTAL	MONTHS EMI	JANUARY
aman kumar	home loan	300000	30000	5	150000	60	5000	455000	7583.33	
ramesh kumar	business loan	700000	70000	3	210000	36	5000	915000	25416.7	
suresh kumar	car loan	500000	50000	2	100000	24	5000	605000	25208.3	
harish kumar	home loan	100000	10000	5	50000	60	5000	155000	2583.33	
mahesh kumar	business loan	500000	50000	4	200000	48	5000	705000	14687.5	
pradeep kumar	car loan	650000	65000	2	130000	24	5000	785000	32708.3	
dinesh klumar	home loan		0	1	0	12	5000	5000	416.667	
	business loan		0		0	0	5000	5000	#DIV/0!	
			0		0	0	5000	5000	#DIV/0!	

per 10 % yearly =C3*10/100, total interest =(D3*E3)

tenure in months =(12*E3). Total =(C3+F3+H3). months Emi =I3/G3

practice 11. Ewi calculation

	A	B	C	D	E	F	G	H	I	J
1	sks finance private limited									
2	Customer id	Name	loan amount	loan mode	intrest mothly	months in tenure	total intrest	total loan amount	week total	EWI
3	85444	harish	40000	weekly	2	6	4800	44800	24	1866.667
4										

Total interest =(C3*12/100), total loan amount =(C3+G3) week total =(F3*4)

Ewi =(H3/I3)

Practice 12. If condition

value_if_true

logical_test | value_if_false

C2 =IF(B2>80, "Good", "Bad")

	A	B	C	D
1	Name	Score	Result	
2	Aiden	88	Good	
3	Ava	61	Bad	
4	Emma	94	Good	
5	Ethan	73	Bad	
6	Liam	64	Bad	
7	Lucas	83	Good	

practice 13

=IF(B2>249, "Excellent", IF(B2>=200, "Good", IF(B2>150, "Satisfactory", "Poor "))))

	A	B	C	D	E	F
1	Student name	Score	Result		Scores	
2	Brian	274	Excellent		Excellent	Over 249
3	Christian	280	Excellent		Good	249 to 200
4	Colin	170	Satisfactory		Satisfactory	199 to 150
5	Laura	237	Good		Poor	Under 150
6	Melissa	210	Good			
7	Mike	186	Satisfactory			
8	Neal	240	Good			
9	Peter	146	Poor			
10	Rachel	287	Excellent			

Practice 14. Marksheet

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2							Marksheet						
3							subject						
4	name of student	class	roll no	roll code	hindi	sanskrit	math	social science	science	total marks	per %	div	result
5	Sunny kumar	x	1002	5012	50	60	40	90	98	338	67.6		
6								pass					
7	result formula									300=first			
8	=IF(E5<30,"fail",IF(F5<30,"fail",IF(G5<30,"fail",IF(H5<30,"fail",IF(I5<30,"fail","pass")))))									225= second			
9										150=third			
10	division formula									fail			
11	=IF(J5>=300,"first",IF(J5>=225,"second",IF(J5>=150,"third","fail")))												
12													
13	per % formula												
14	=(J5*100/500)												

Sheet1

Practice 15.

=IF(K3>=90,"S",IF(K3>=80,"A+",IF(K3>=70,"A",IF(K3>=60,"B+",IF(K3>=35,"B","F")))))

	A	B	C	D	E	F	G	H	I	K	L
1	XIIth Standard										
2	Sr. No.	Division	Roll No	Name	Accountancy	English	Maths	Economics	Business Studies	Average	Grade
3	1	A	1	Akhilesh	97	36	47	13	34	45	=IF(K3>=90,"S",IF(
4	2	A	2	Ruchi	69	85	86	51	53	69	K3>=80,"A+",IF(
5	3	A	3	Bhawna	19	72	41	53	40	45	K3>=70,"A",IF(
6	4	A	4	Isha	76	68	46	11	22	45	K3>=60,"B+",IF(
7	5	A	5	Chetan	55	31	56	99	93	67	K3>=35,"B","F")))))
8	6	A	6	Neeti	84	57	68	30			IF(logical_test, [value_if_true], [value_if_false])
9	7	A	7	Chanchal	18	46	51	63	22	40	

Practice 16. If and condition.

D2 =IF(AND(B2="pass", C2="pass"), "Good!", "Bad")

	A	B	C	D	E	F
1	Name	Test 1	Test 2	Result		
2	Colin	Pass	Pass	Good!		
3	Den	Fail	Pass	Bad		
4	Dustin	Fail	Pass	Bad		
5	Frank	Pass	Pass	Good!		
6	James	Pass	Fail	Bad		
7	Karl	Pass	Pass	Good!		
8	Mike	Pass	Pass	Good!		
9	Scott	Pass	Pass	Good!		
10	Yvette	Fail	Fail	Bad		

Practice 17. If or condition.

=IF(OR(B2="delivered",B2="paid"),"Closed","Open")

	A	B	C	D	E
1	Order no.	Progress	Status		
2	101	Delivered	Closed		
3	102	In transit	Open		
4	103	Delivered	Closed		
5	104	Delivered	Closed		
6	105	Paid	Closed		
7	106	In transit	Open		
8	107	Cancelled	Open		

Practice 18.

Marksheet Calculation in Excel

Sr	Subject	Total Marks	Obtain Marks	Grade
1	English	100	81	A
2	Math	100	75	B
3	Science	100	60	B
4	Physics	100	55	C
5	Chemestry	100	30	F
6	Evs	100	80	A
Total		600	381	

IF formula for Grade

=IF(D5<35,"F",IF(D5<60,"C",IF(D5<80,"B","A")))

Grade Criteria

Above 80	A
60-79	B
35-59	C
0 - 34	F

Minimum	30.00	=MIN(E5:E10)
Maximum	81.00	=MAX(E5:E10)
Average	63.50	=AVERAGE(E5:E10)
Percentage	63.50	=E11/D11 Cell format Percentage

Practice 19.

I2 =IF(H2>80%,"A",IF(H2>70%,"B",IF(H2>60%,"C","D")))

	A	B	C	D	E	F	G	H	I
1	Name of student	Math	Science	History	Civics	Accounting	Total Marks	Percentage	Grade Achieved
2	ASHOK	83	91	67	72	78	391	78%	B
3	MAHESH	89	59	64	50	55	317	63%	C
4	RAJESH	53	90	61	85	50	339	68%	C
5	RAKESH	58	60	83	51	97	349	70%	C
6	POOJA	55	64	77	100	65	361	72%	B
7	RAHUL	89	51	97	91	77	405	81%	A
8	AKSHAT	79	81	52	53	60	325	65%	C
9	ABHIESH	65	68	91	78	100	402	80%	A
10	MANJU	85	68	52	60	70	335	67%	C
11									

Practice 20. (Count , डाटा को गिन्नने के लिए , count a डाटा में अल्फाबेटिकल को गिन्ने के लिए , count if एक जैसा डाटा को गिन्नने के लिए , count blank डाटा में से खली सेल को गिनने के लिए

name of item	model	qty	rate	total	discount rate	discount amount	sub total
oppo	f9	20	10000	200000	2	4000	196000
vivo	12	20	8999	179980	3	5399.4	174580.6
techno spark	2020	10	9500	95000	2	1900	93100
samsung	g20	20	9700	194000		0	194000
redmi	note 6	10	9800	98000	2	1960	96040
vivo	3	5	10500	52500	1	525	51975
oppo	f9	20	10000	200000	1	2000	198000
vivo	12	20	8999	179980	2	3599.6	176380.4
techno spark	2020	10	9500	95000	2	1900	93100
samsung	g20	20	9700	194000		0	194000
redmi	note 6	10	9800	98000	3	2940	95060
vivo		5	10500	52500	2	1050	51450
oppo	f9	20	10000	200000	2	4000	196000
vivo	12	20	8999	179980	3	5399.4	174580.6
techno spark	2020	10	9500	95000	2	1900	93100
samsung	g20	20	9700	194000	2	3880	190120
redmi	note 6	10	9800	98000	2	1960	96040
vivo	2	5	10500	52500	1	525	51975
oppo	f9	20	10000	200000	1	2000	198000
vivo	12	20	8999	179980	2	3599.6	176380.4
techno spark	2020	10	9500	95000	2	1900	93100
samsung	g20	20	9700	194000	2	3880	190120
redmi	note 6	10	9800	98000	3	2940	95060
vivo	1	5	10500	52500	2	1050	51450
oppo	f9	20	10000	200000	2	4000	196000
vivo	12	20	8999	179980	3	5399.4	174580.6
techno spark	2020	10	9500	95000	2	1900	93100
samsung	g20	20	9700	194000	2	3880	190120
redmi	note 6	10	9800	98000	2	1960	96040
vivo	2	5	10500	52500	1	525	51975
oppo	f9	20	10000	200000	1	2000	198000
vivo	12	20	8999	179980	2	3599.6	176380.4
techno spark	2020	10	9500	95000	2	1900	93100
samsung	g20	20	9700	194000	2	3880	190120
redmi	note 6	10	9800	98000	3	2940	95060
vivo	1	5	10500	52500	2	1050	51450
oppo	f9	20	10000	200000	2	4000	196000
vivo	12	20	8999	179980	3	5399.4	174580.6
techno spark	2020	10	9500	95000	2	1900	93100
samsung	g20	20	9700	194000	2	3880	190120
redmi	note 6	10	9800	98000	2	1960	96040
vivo	2	5	10500	52500	1	525	51975
oppo	f9	20	10000	200000	1	2000	198000
vivo	12	20	8999	179980	2	3599.6	176380.4
techno spark	2020	10	9500	95000	2	1900	93100
samsung	g20	20	9700	194000	2	3880	190120
redmi	note 6	10	9800	98000	3	2940	95060
vivo	1	5	10500	52500	2	1050	51450

=COUNTIF(A2:A51,"vivo")

vivo 16

=SUMIF(A2:A51,"vivo")

vivo 1859840

=COUNT(C2:C49) 48

=counta 48

=COUNTBLANK(A1:H49)

3

Practice 21. VLOOKUP (डाटा खोंजने के लिए)

VLOOKUP | =VLOOKUP(E2,A:C,3,0)

	A	B	C	D	E	F	G
1	First Name	Last Name	Runs		First Name	Last Name	Runs
2	Rahul	Dravid	50		Virat	Kohli	=VLOOKUP(E2,A:C,3,0)
3	Sachin	Tendulkar	52				
4	Mahendra	Dhoni	54				
5	Sourav	Ganguly	56				
6	Virat	Kohli	58				
7	Hardik	Pandya	60				
8	Rushabh	Pant	62				
9							

B9 | =HLOOKUP(B8,B1:F6,5,0)

	A	B	C	D	E	F	G	H
1	EMP	FIS6067	FIS5228	FIS6799	FIS1149	FIS5834		
2	SALES1	66	43	36	82	89		
3	SALES2	51	83	41	125	79		
4	SALES3	35	97	92	41	39		
5	SALES4	84	76	35	48	37		
6	SALES5	110	77	90	37	34		
7								
8	EMP	FIS1149						
9	Sales 4	48						
10								

=HLOOKUP(

HLOOKUP(**lookup_value**, table_array, row_index_num, [range_lookup])

Excel practice 22.

=DATEDIF(A2,B2,"M")

	A	B	C	D
1	First Date	Second Date	Year in Fraction	DATEDIF
2	8/31/2011	4/13/2019	7.61944	=DATEDIF(A2,B2,"M")
3	7/2/2015	1/7/2020	4.51389	
4	4/11/2014	12/20/2014	0.69167	
5	8/3/2017	5/5/2018	0.75556	
6	6/4/2012	6/20/2016	4.04444	
7	7/30/2015	9/3/2015	0.09167	
8	8/13/2015	3/25/2019	3.61667	
9	9/13/2011	3/13/2012	0.5	
10	12/13/2012	8/30/2020	7.71389	
11	5/30/2012	4/24/2015	2.9	
12				

C2

=DATEDIF(B2,TODAY(),"Y") & " Years, "&
DATEDIF(B2,TODAY(),"YM") & " Months, "&
DATEDIF(B2,TODAY(),"MD") & " Days"

	A	B	C
1	Name	Date of birth	Age
2	Mike	6-Jun-1996	20 Years, 3 Months, 20 Days
3	Natalie	20-Mar-1983	33 Years, 6 Months, 6 Days
4	Neal	25-Sep-2000	16 Years, 0 Months, 1 Days
5	Peter	21-Aug-1984	32 Years, 1 Months, 5 Days
6	Kate	30-Mar-1990	26 Years, 5 Months, 27 Days

C4 | =B4-TODAY() C4

	A	B	C
1		Today's Date:	8/25/2021
2	Next Inspection Dates		
3	Member	Date	Days
4	Sorter #1	09/12/22	383
5	Sorter #2	07/30/22	339
6	Baler #1	01/04/23	497

D3 =NETWORKDAYS.INTL(B3,C3,1,F3:F4)

Start Date	End Date	Working Days
12/20/2018	1/10/2019	14
12/26/2018	1/5/2019	7
1/3/2019	1/20/2019	12

Holiday
12/25/2018
1/1/2019

D5 =NETWORKDAYS(B5,C5)

Only weekends excluded

Start Date	End Date	NETWORKDAYS
10/1/2019	11/30/2019	44
10/1/2019	10/31/2019	23

Weekends and holidays excluded

Start Date	End Date	NETWORKDAYS	Notes
10/1/2019	11/30/2019	41	All 3 holiday dates are excluded
10/1/2019	10/31/2019	21	2 dates between start and end dates are excluded

Holidays

10/15/2019
10/16/2019
11/12/2019

	A	B	C	D
1	Royal Electronics			
2				
3	Product_name	Quantity	Rate_per	Amount
4	TV	10 Pcs	25	250
5	LED	20 Pcs	36	720
6	LCD	30 Pcs	25	750
7	Speaker	50 Pcs	10	500
8				
9				
10				

F12 =VLOOKUP($E$8,Sheet1!$B$2:$L$10,6)

How to Make Automatic Marksheet

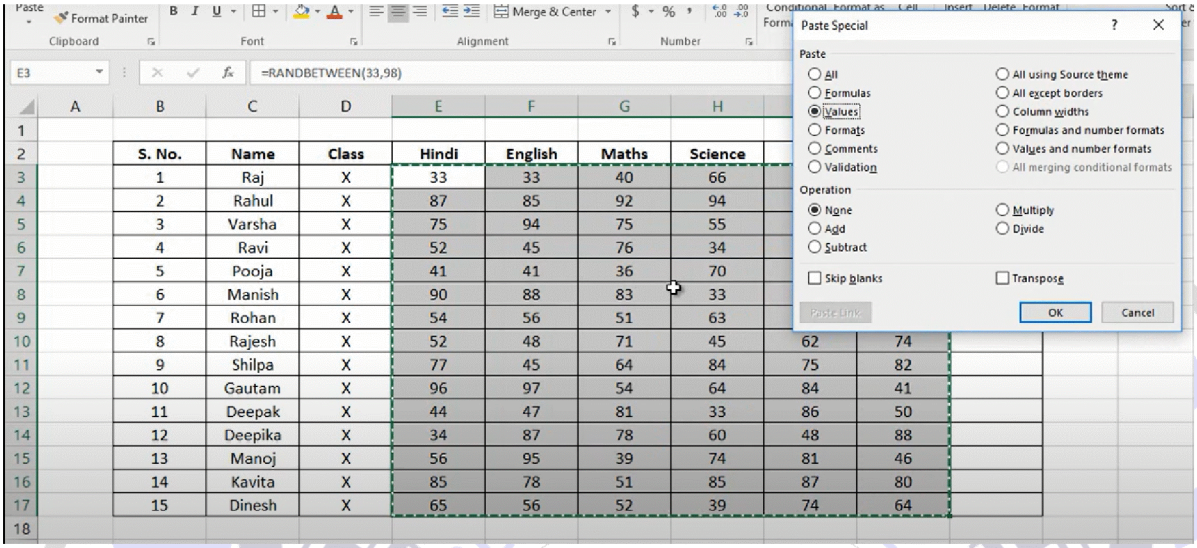
Whitney High School

Class:	IX	Session:	2019-20
Roll:	1	Date of Birth	1/5/2000
Name :	Ron	Father's Name	Lukas

Subjects	Total Marks	Passing Marks	Marks Obtained	Grade
English	100	35	15	
Math	100	35		
Physics	100	35		
Chemistry	100	35		
Biology	100	35		

Total Marks :		Obtained Marks:	
Passing Marks:		Percentage:	
Result:		Grade:	

=Randbetween(30,100) randbetween का प्रयोग करके हम selected सेल में हम नंबर डाल सकते है



S. No.	Name	Class	Hindi	English	Maths	Science		
1	Raj	X	33	33	40	66		
2	Rahul	X	87	85	92	94		
3	Varsha	X	75	94	75	55		
4	Ravi	X	52	45	76	34		
5	Pooja	X	41	41	36	70		
6	Manish	X	90	88	83	33		
7	Rohan	X	54	56	51	63		
8	Rajesh	X	52	48	71	45	62	74
9	Shilpa	X	77	45	64	84	75	82
10	Gautam	X	96	97	54	64	84	41
11	Deepak	X	44	47	81	33	86	50
12	Deepika	X	34	87	78	60	48	88
13	Manoj	X	56	95	39	74	81	46
14	Kavita	X	85	78	51	85	87	80
15	Dinesh	X	65	56	52	39	74	64

Id function(left right middle)

id	name of Employe	position	mobile	adhar number	address	salary	present day	absent day	gross salary
kri6551234	krishna kumar	accountant	9234255655	123458844555	vill manika mushahri muzaffarpur	30000	26	4	30000

=LEFT(B2,3)&RIGHT(D2,3)&LEFT(E2,4)

Test .1

A.K STELL FACTORY BANGLORE

AT- KATODHA MOUNTAIN, NEAR KATODHA GOVT SCHOOL

PH:- 993992200,66200520501

NAME OF LABOUR	DATE OF JOINING	WORKING DAYS	FIXED SALARY	PRESENT DAY	LEAVE	ACTUAL SALARY	OVER TIME IN HRS	OVER TIME RATE	OVER TIME TOTAL	GROSS SALARY	BONUS	P.F 8%	TOTAL SALARY	TOTAL ADVANCE TAKEN	SUB TOTAL
manish kumar	1/4/2021	26	28000	24	2	25846.15	35	350	12250	38096.15	WALL WATCH	3047.692	35048.46	20000	15048.46

Test 2.

How to Make Automatic Marksheet

Whitney High School

Class:	IX	Session:	2019-20
Roll:	1	Date of Birth	1/5/2000
Name :	Ron	Father's Name	Lukas

Subjects	Total Marks	Passing Marks	Marks Obtained	Grade
English	100	35	15	
Math	100	35		
Physics	100	35		
Chemistry	100	35		
Biology	100	35		

Total Marks :		Obtained Marks:	
Passing Marks:		Percentage:	
Result:		Grade:	

Test 3.

Class-11.xlsx - Excel (Product Activation Failed)

G4 =D4/C4*F4

SALARY SHEET

							20%	10%	5%		10%	2%		
							Get Amount				Deductions			
Name	Position	Working Day	Fixed Salary	Absent	Present	Basic Salary	H/R	M/A	OIP Bonus	Gross Salary	PF	Tax	Total deductions	Pay Salary
Mohammad Ali	Supervisor	25	35000	1	24	33600	6720	3360	1680	45360				45360
Md Ranju Miah	Team Leade	25	25000	2	23	23000	4600	2300	1150	31050				31050
Md Zahirul	Op	25	12500	1	24	12000	2400	1200	600	16200				16200
Md Almin	Sr.Op	25	18000	3	22	15840	3168	1584	792	21384				21384
Md Nurullah	Op	25	12500	1	24	12000	2400	1200	600	16200				16200
Md Shamim	Sr.Op	25	19400	2	23	17848	3570	1785	892	24095				24095
Md Shuvo	Jr.Op	25	11000	5	20	8800	1760	880	440	11880				11880
Md Kabir	Op	25	12500	3	22	11000	2200	1100	550	14850				14850
Md Atikur	Sr.Op	25	18900	2	23	17388	3478	1739	869	23474				23474
Md Rakib	Op	25	15400	4	21	12936	2587	1294	647	17464				17464
Md Alomgir	Sr.Op	25	18000	1	24	17280	3456	1728	864	23328				23328
Md Ali	Jr.Op	25	13678	3	22	12037	2407	1204	602	16249				16249
Md Arham	Op	25	15644	2	23	14392	2878	1439	720	19430				19430
Md Sarower	Sr.Op	25	19544	4	21	16417	3283	1642	821	22163				22163
Md Hasan	Op	25	12500	3	22	11000	2200	1100	550	14850				14850

Sheet1

Average: 8479 Count: 75 Sum: 635953

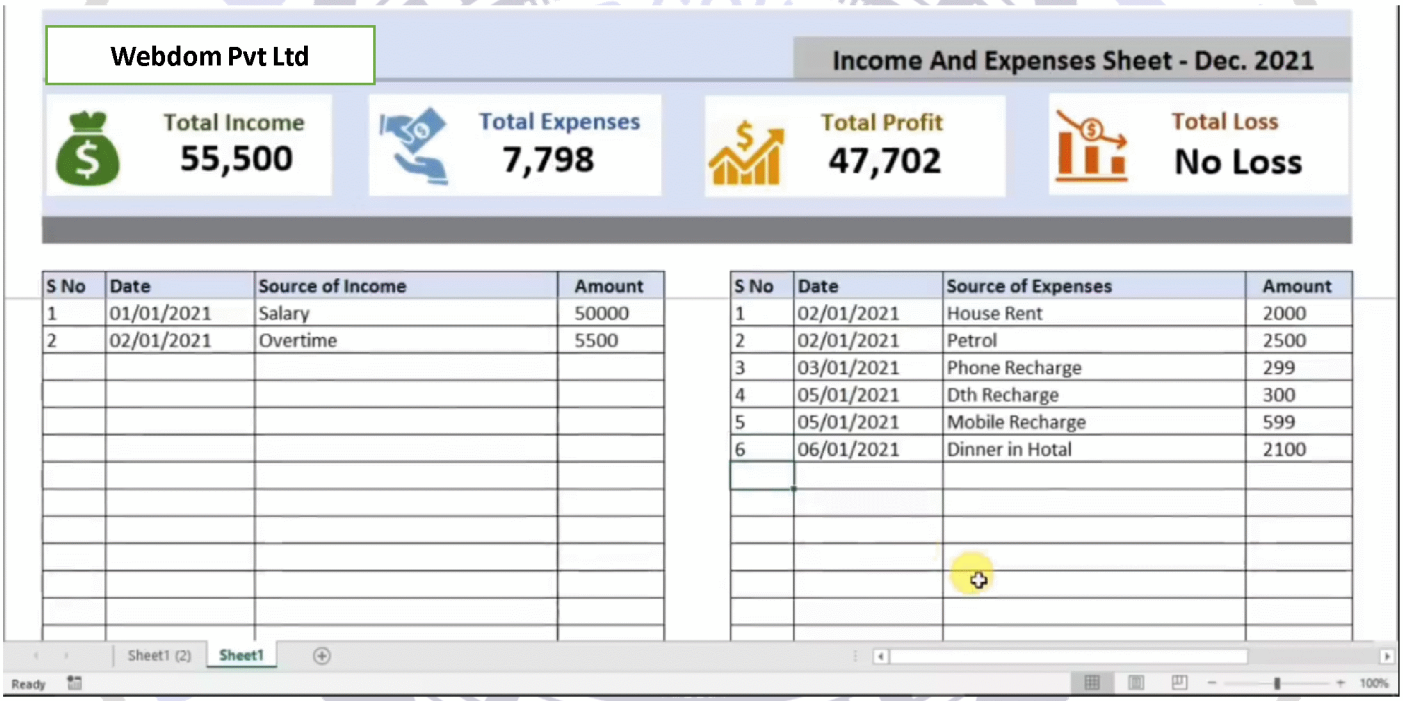
Test 4.

Excel salary sheet

				june- july		holi days	sunday	total holi	working days	DAYS	SALARY	SALARY	D.A 20%	H.R.A 10%	T.A 15%	M.A 5%	TOTAL	
Emp.id	name of employee	mobile number	Date of joining	6/1/2023	7/1/2023	2	4	6	22	30	50000						50000	2500
	RAMESH KUMAR	9234293029	10/2/2022														60000	3000
																	70000	3500
																	45000	NO TAX
																		NO TAX
																		NO TAX

Learn multi sheet work.

इसमें आपको डैशबोर्ड हु बहु ऐसे ही बनाना है और 5शीट और तैयार करना है , फिर आपको लिंक करना सिखाया जायेगा



S No	Date	Source of Income	Amount
1	01/01/2021	Salary	50000
2	02/01/2021	Overtime	5500

S No	Date	Source of Expenses	Amount
1	02/01/2021	House Rent	2000
2	02/01/2021	Petrol	2500
3	03/01/2021	Phone Recharge	299
4	05/01/2021	Dth Recharge	300
5	05/01/2021	Mobile Recharge	599
6	06/01/2021	Dinner in Hotal	2100

multi sheet 2.

first sheet

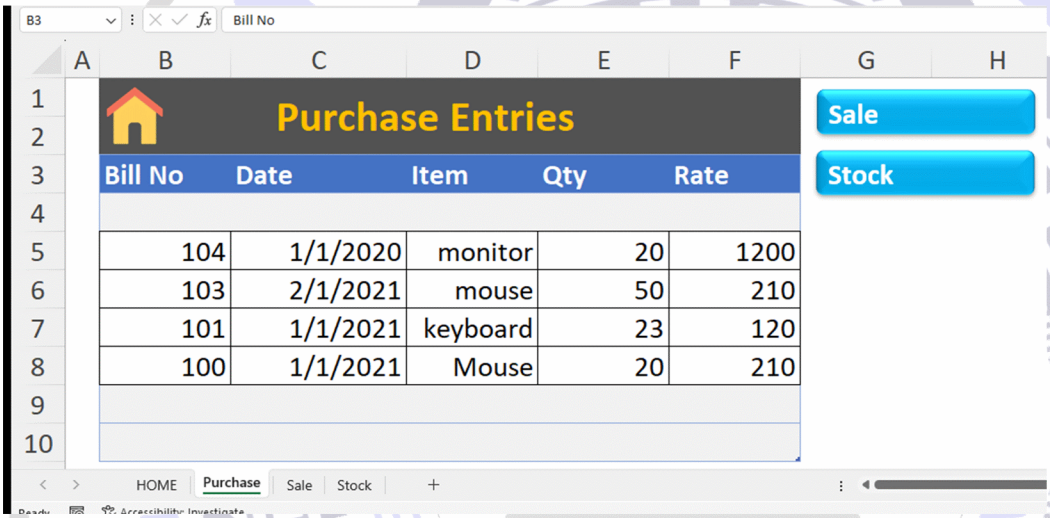
Entry Type :	Sale
Last Billed :	0

Refresh Stock | Purchase | Sale | Stock

Bill No :	1
Date :	10/10/2012
Item :	mouse
Qty :	5
Rate :	500

Purchase Entry | Sale Entry

2nd sheet

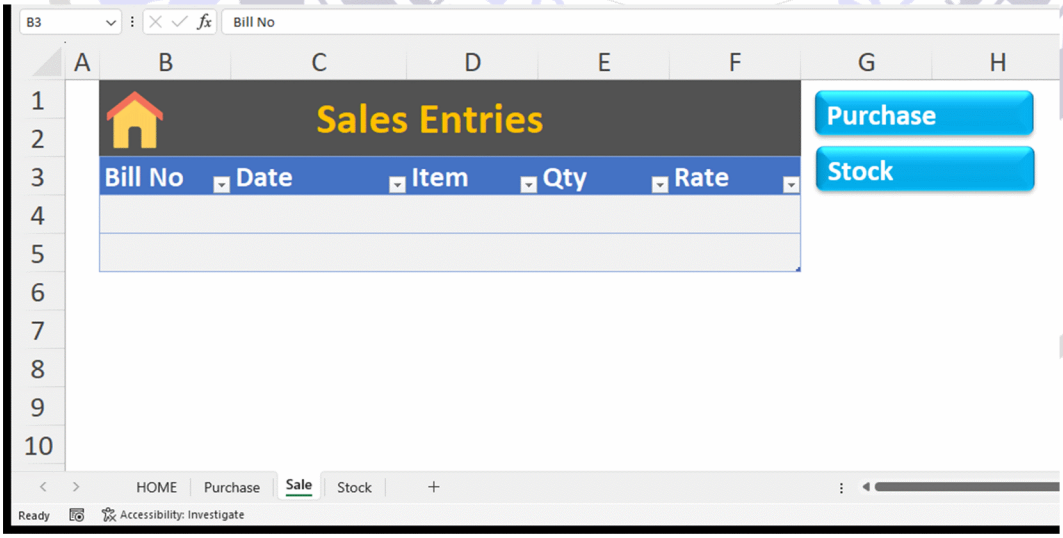


Purchase Entries

Sale | Stock

Bill No	Date	Item	Qty	Rate
104	1/1/2020	monitor	20	1200
103	2/1/2021	mouse	50	210
101	1/1/2021	keyboard	23	120
100	1/1/2021	Mouse	20	210

3rd sheet

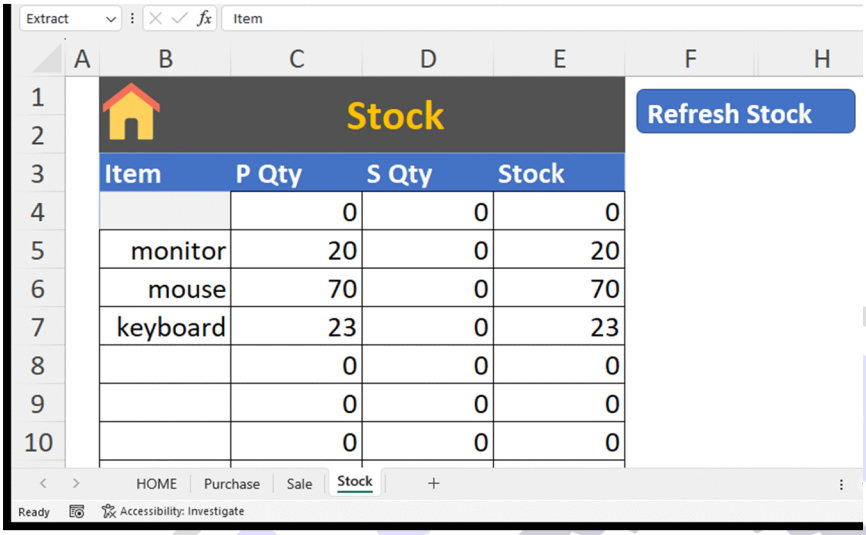


Sales Entries

Purchase | Stock

Bill No	Date	Item	Qty	Rate

4th sheet



Learn macros

- ✓ Learn page arrange.
- ✓ Format painter
- ✓ Goto option
- ✓ Filter
- ✓ Password protected sheet
- ✓ Conditional formatting
- ✓ Format as table insert table delete table ,
- ✓ Chart, link,
- ✓ Data validation
- ✓ Macros.