

## UPSKILL TECHNOLOGIES- ADVANCE EXCEL EXERCISES

WWW.UPSKILLTECHNOLOGIES.COM

**Exercise #** : 101B  
**Level** : Intermediate  
**Objective** : To Assess Lookup, If Conditions, Sum-IFs and Count-IFs Skills  
**Compatibility** : With all versions of Excel

### Instructions

- 1) Open the exercise workbook 101B and select sheet "Upskill Sales"
- 2) Write a formula in column "C" to get the month of Sales (January, February....) using the date in column "B"
- 3) Using If Condition and Vlookup get the regions in Column "G". Use the tables Hyderabad Clients and Newyork Clients in sheet "Mapping".
- 4) Do a vlookup and get the "Sales Manager" name in column "H". Use sheet "Mapping" to lookup.
- 5) Use nested if condition to get the commission % as per the various brackets mentioned in "Mapping" sheet.
- 6) Write a formula to get "Commission \$" as a product of "Sales Amount \$" X "Commission %"
- 7) Go to sheet "Summary" once all the information in "UpskillSales" sheet is filled.
- 8) Fill the tables in "Summary" :
  - a. Table1 : Use Sum-IF formula to get Sales by Region.
  - b. Table2 : Use Sum-IF formula to get Sales by Customer.
  - c. Table3 : Use Sum-IF formula to get Sales and Commission by each Sales Manager.
  - d. Table4 : Use Count-IF formula to get the number of invoices for each Customer.
  - e. Table5 : Use Count-IF formula to get the number of invoices for each Customer where invoice>1000\$
  - f. Table6 : Use Absolute and relative references along with Sum-IFs to get sales by customer & Month.

Save the final workbook with your name and the exercise # and send it for evaluation to [info@upskilltechnologies.com](mailto:info@upskilltechnologies.com)

Upskill Technologies  
Tolichowki, Hyderabad  
[www.upskilltechnologies.com](http://www.upskilltechnologies.com)