

## ITMG 100 EXCEL QUIZ

Name \_\_\_\_\_

Section Number \_\_\_\_\_

### Associated Students Academic Integrity Statement

*"I pledge that I have neither given nor received any unauthorized assistance on this examination"*

\_\_\_\_\_

You have exactly 45 minutes in which to complete this quiz. You are not to utilize any sources for assistance except for your book or any notes you may have, BUT NOT your neighbor or help features in excel. After **downloading** the Excel file you should resave it to your USB drive/computer with **your full name and excel quiz version number**. Write all of your answers on this test page and in your excel while where appropriate. When completed you will email your quiz to me and turn in this paper copy.

*Remember to save your file with the correct file name as discussed in class. The same applies to sending your email submission correctly. Be sure to also include your exam version number in the subject line. Failure to do so may result in the inability to receive credit.*

**GOOD LUCK!**

### Question One (5 points)

You are the owner of theatre chain that has several locations, namely the Fashion Square, Shea 14, Arrowhead, and Superstition Springs locations. You are interested in creating a balance sheet for the main company as well as for your separate locations. You have income from ticket sales, drink sales, food concessions, and merchandise. You have the following expenses: Admin Cost (20%), Advertising (19%), Employee Costs (21%), and Food/Merchandise (26%). Your company pays a 39% tax rate on any profit made under 155,000 or 44% if over 155,000. You also expect your sales to increase 15% each year starting in 2010.

1. Finish the balance sheet given for you--labeled balance sheet-change the tab color to Green.
2. Use absolute cell referencing to determine expenses. Use the IF Function to calculate taxes.
3. Group and outline the items so only total income, total expenses, and net profit are shown.
4. Format your worksheet.
5. Enter a comment in cell A3 that lists your name and section number.
6. Once complete, copy this worksheet into four other new worksheets for each store location.
7. Each store has different income. Enter the different income data for each store (given below) and name each sheet.
8. Rename your original balance sheet worksheet as COMPANY.
9. Change the original income data in COMPANY from what was given to be the sum of all four stores.

Income	Fashion Square	Shea 14	Arrowhead	Superstition Springs
Ticket Sales	65887	85250	87854	26958
Drink Sales	74521	92110	91024	45011
Food Concessions	25874	38677	48851	25110
Merchandise	32568	687012	75442	94675

## Question Two (5 points)

Solve this problem by copying your company worksheet into a new worksheet and name it question two.

You are interested in raising your profit. Your accountant has told you to expect an increase in sales due to the upcoming tax cut. He predicts a 15% increase in sales for each year. Multiply your current COMPANY sales by 12% (HINT FORMULA is Last years sales \* (1+Sales Increase)). Using the fill handle function fill out the rest of the balance sheet until the year 2025.

Write your answers to the right of the question.

What is your net profit in the year 2020 with a 15% sales increase? \_\_\_\_\_

What is your net profit in the year 2015 with a 5% sales increase? \_\_\_\_\_

What is your net profit in the year 2025 with a 22% sales increase? \_\_\_\_\_

What is your net profit in the year 2012 with a 2% sales increase? \_\_\_\_\_

What is your net profit in the year 2009 with a 20% sales increase and a reduction of food costs of 5%?  
\_\_\_\_\_

## Question Three (5 points)

Going back to your original worksheet used in Question One (the 2009 Sales).

You are not pleased with your profit because you think you can do better.

You feel some of your costs are too high.

You remember that you can use the Goal Seek Function to determine what the effects on your net profit would be if you reduced some of the expense percentages.

**Be sure to reset your assumptions to the original percentages before answering each question.**

**Write your answer on this page as well as using the scenario manager to save each question.**

What should the admin cost % be so the company could realize a profit of \$75,000? \_\_\_\_\_

What should the food supplies cost % be so the company could realize a profit of \$85,000? \_\_\_\_\_

What should the employee cost % be so the company could realize a profit of \$105,000? \_\_\_\_\_

What should the advertising cost % be so the company could realize a profit of \$160,000? \_\_\_\_\_

## Question Four (5 points)

Convert the data in the "house sales" worksheet to a table and apply Table Style Medium 17. The office manager has asked you to insert a column to display the percent of list price. The formula finds the sale price percentage of the list price. For example if a house was listed at \$100,000, and sells for \$75,000, the percentage of list price is 75%. In some cases the percentage is more than 100%. This happens when a bidding war occurs, and buyers increase their offers, which results in the seller getting more than the list price.

1. Insert a new field to the right of the Selling Price Field and name it Percent of List Price.
2. Insert a new field to the right of the Sale Date Field and name it Days on Market.
3. Add a total row to display the average list price, average selling price, average days on market.
4. Be certain to use correct formatting for numbers (i.e. percent, decimal points, etc)
5. Sort the table by city in alphabetical order and then add a second sort level of price from largest to smallest.
6. Apply some conditional formatting to the Sales Price (Gradient Fill and choose your color)

## Question Six (5 pts)

Import the Chap\_5\_pe1\_trust.txt file into a your test file/

Turn the text data into a data table.

Copy and paste this new table into a new worksheet in your Excel test workbook.

Use the COUNTIF function to list how many \$50 dollar items are available.

Use the AVERAGEIFS to determine the average price of products over \$50.