**MS Excel Assignment –** *Save the Assignment as* ***ExcelAssignment-1*** *and upload to the learning portal. Each question should be done on a* ***new worksheet. Only 1 file must be uploaded.***

**Question 1:**

A group of Investors decided to place their funds in Symsure Investment Limited for 5 years. The Management of Symsure advise their clients that the annul percentage growth in investments is not guaranteed and will be determined at the end of the year.

The projected growth in Investment for the 5 years is as follows

|  |  |
| --- | --- |
| **Year** | **% Growth** |
| Year 1 | 5.5% |
| Year 2 | 11.75% |
| Year 3 | 0.75% |
| Year 4 | 1.75% |
| Year 5 | 10.15% |

***Instructions:***

1. Using **Absolute Cell Reference** calculate the Investment Amount each client earned in Year 1, 2, 3, 4 & 5.
2. Calculate the total Investment for each year
3. Rename the worksheet as:-***InvestmentReport***
4. Use the Pie Chart to display the Total Investment for Year 1, 2, 3, 4 & 5.
5. Format the Worksheet for presentation to the Board of Directors
6. Calculate the:

|  |
| --- |
| Average Investment for Year 2 |
| Minimum Investment for Year 5 |
| Maximum Investment Amount Year 1 |



**Question 2** – Please complete this question on a new sheet and rename the sheet as: ***SalesReport***

***Instructions:***

1. Total Earnings = Hours Worked X Rate Per Hour
2. Each Employee pay Tax of 19.5%, use absolute cell reference to calculate their Income Tax = Total Earned X the Tax Rate.
3. Calculate the Net Earnings = Total Earned - Income Tax
4. If employees’ category is permanent, they receive a 30% of their Total Earned for Bonus and Fixed Contract get 15%. Use the **IF Function** to calculate the Bonus Amount for each employee.



**Question 3:** *Do this question on a new worksheet, rename the sheet as:* ***LoanInfo***

Bob Wag is in the Market trying to get a Mortgage Loan to purchase a property at 20 Lees Flat Boulevard, Kingston 50. Bob approached two Financial Institutions NBC Bank and GHB Bank.

The Loan Manager at NBC informed Bob that he can borrows 10 million for 15 years at an interest rate of 7.75% and GHB Bank told him he could borrow the 10 million for 20 years at an interest rate of 6.5%.

Use the **PMT Function** to inform Bob how much he would pay monthly and annually at both Banks.

Show all Workings

NB: Only 1 files should be uploaded and the file should consist of the sheets with question 1, 2, & 3.

Format all worksheet for presentation.