

Excel Formulas and Functions Exercises

Worksheets

1. Add 7 additional work sheets to your workbook
2. Label them according to the exercise, ie. Simple formulas: addition and subtraction
3. Give each Worksheet tab a different color. Any color.

Simple Formulas: Addition and Subtraction

1. Create an addition formula for cells B1 and B2. The formula should go in cell B3
2. Create a subtraction formula for cells C1 and C2. The formula should go in cell C3

	A	B	C
1		5	12
2		5	12
3	Answer:		
4			

Simple Formulas: Multiplication

1. Create a formula that will calculate the total pay based on the number of hours and the wage per hour. The formula should go in cell B3.

	A	B	C
1	Hours	35	
2	Wage per hour	\$8.75	
3	Total Pay		
4			
5			

Complex Formulas: Adding Tax to a Price

1. Type the below data, applying formatting as shown (fill color, font color, resizing cells, number formatting for currency)
2. Calculate the total price of items—formulas should be in cells D4 and D5
3. Calculate 5.5% sales tax on item totals (0.055 for 5.5% tax)—formula should go in cell D10
4. Calculate the total price of the order, including the two totals and the tax—formula should go in cell D11

	A	B	C	D
1				
2	Blooming Bells Nursery: Order Form			
3	ITEM	Price	Quantity	Total
4	Tomato Planter Bags	\$18.99	2	
5	Cord	\$0.12	5	
6				
7				
8				
9				
10	Tax (5.5%)			
11	Total			
12				

Tips:

USE CELL ADDRESSES

Use AutoFill when appropriate

Use the order of operations for complex formulas

Functions

1. Enter the below data.
2. Use functions to answer the questions. The answers can go in the row labeled total

	A	B	C	D	E	F
1		Is this number even? True or False?	Round (2 decimal places)	Find the Square Root	Raise to Power of 2	Raise to Power of 3
2		350	4.126	245	4	55
3						
4						
5	Totals:					

Tips: Functions used:

ISEVEN

ROUND

SQRT

POWER

Extra Practice: Creating a Home Budget

The screenshot shows an Excel spreadsheet with the following data:

My Home Budget				
Income			Income 1	2000
			Other Income	1200
			Total	3200
Expenses		Cost		
Mortgage/Rent				1000
Phone				110
Cable				90
Electricity				100
Gas				16
Credit Cards				400
Student Loans				175
Car Insurance				139
Gasoline				160
Personal				30
Savings				100
Groceries				600
Total:				2920
			Income-Expenses	280

1. Data Entry: Enter in only the LABELS: no numbers yet
2. Formulas: Addition and Subtraction— there are three formulas in total
3. Make it pretty: Use formatting commands to apply fill color to your sections and borderlines
4. Enter the number values: use the above numbers or make up your own. The formulas will adjust to calculate whatever value is entered in to the cells!