

Plot No. 2, Knowledge Park-III, Greater Noida (U.P.) –201306
PGDM/PGDM (General) (2022-24)
EXCEL FOR MANAGERS (TERM- I)

Subject Name: **Excel for Managers**
Sub. Code: **PG15**

Time: **01.30 Hrs**
Max Marks: **40**

INSTRUCTIONS

1. All questions are to be solved using MS-Excel on an individual Computers/LAPTOPS.
2. All students are advised to use Excel 2019 version.
3. The first page (of excel worksheet)
 - Should carry: The Institute's Name, Subject Name, Date, Course & Session (PGDM 2021-23), SEMESTER, Student's Name, ADMISSION NUMBER on top.
 - EACH AND EVERY QUESTION NEEDS TO BE SOLVED ON AN INDIVIDUAL WORKSHEETSHEET.
 - Keep the name of the sheet as Question Number
 - SUBMIT ONE SINGLE FILE AS YOUR ANSWER/SOLUTION
4. Student are supposed to save the file using his/her full name and Admission No/Roll Number & Section for example (Name_PGDM22001_A)
5. If any instructions not properly followed, then it may result into loss of marks.
6. During examination, no student is allowed to use mobile phones/Smart watch in any conditions. In any case, Students are not allowed to use hotspot, browser or Whatsapp (or similar apps) on computer system.
7. **USE OF CALCULATOR/MOBILE IS NOT ALLOWED.**
8. Note: Any required data not explicitly given, may be suitably assumed and stated

Question ONE is compulsory. Attempt any four questions from the rest. [8 Marks x 5=40 Marks]

1.

- a. Write the title of the faculty (Ms./Dr.) in second column using appropriate excel function. (CO4)4

Name	Title of the Faculty
Ms. Monika Sondhi	
Ms. Shreshtha Bhattacharya	
Dr. Ranjul Rastogi	
Dr. Aijaz Ahmad	

- b. If I borrow Rs 2,00,000/- on a 24-month loan with annual interest of 7% then what will be my monthly payment (EMI)? How much total interest shall I be paying? (CO4)4

2. Student name and his/her rating in a sport activity is given below: (CO3)

Name	Rating	Rating Output
Ajay	3	
Aniket	4	
Gopal	1	
Mahesh	8	
Umesh	2	
Nilesh	6	
Palak	5	
Sonal	7	

- Wherever the rating is less than equal to three, find the rating output as “Good”.
- Wherever the rating is less than equal to five, find the rating output as “Ok”.
- Wherever the rating is less than equal to eight, find the rating output as “Bad”.

3. The data of ABC Inc are shown. Below. Plot given year wise data on an appropriate Excel Chart. (CO2)

Year	No. of cars sold	Average price per car
2016	29	\$27,000
2017	40	\$28,000
2018	25	\$30,000
2019	60	\$34,000
2020	39	\$35,000
2021	46	\$37,000

4. The mileage (km per litre) of 10 cars of the same model was tested by a manufacturer, and details are tabulated as given below:.. (CO4)

6	1	5	3	7	3	0	3	1	3
---	---	---	---	---	---	---	---	---	---

- Compute the mean, median and mode.
- Compute the variance and standard deviation.
- Comment on the results

5.

- A project has the following cash flow. If the company’s required return is 20 percent, should it proceed with the project? [Make use of NPV function] (CO1)

Now	One Year from now	Two Year from now	Three Year from now
– \$4 Billion	\$ 5 Billion	\$ 6.8 Billion	-\$ 3 Billion

- Take the Birth date from column 1, combine it with Name and write the result in 3rd column using appropriate excel functions. State the method or function used. (CO1)

ID / Birth Date	Name	Name & Birth Date
9729 20-Feb-88	Gopal	
6446 07-Aug-89	Aniket	
4098 28-Jul-22	Rahul	
3917 18-Mar-91	Raju	

6.

- Complete the given table using referencing techniques. (CO5)

Sales Tax:			7.50%	
Item	Quantity	Price	Sales Tax	Total
Chair	4	\$125.00		
Desk	4	\$695.00		
Lamp	3	\$39.95		

- How much amount will I accumulate If I invest Rs 1,00,000/- on 10% Interest for 3Years? (CO5)

Mapping of Questions with Course Learning Outcome

Question Number	COs	Bloom's Taxonomy Level	Marks Allocated
Q. 1:	CO4	L5	8
Q. 2:	CO3	L4	8
Q. 3:	CO2	L3	8
Q. 4:	CO4	L4	8
Q. 5:	CO1	L3	8
Q. 6:	CO5	L5	8