Monmouth
COLLEGE

- Name: _____
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BUSI 201

Quiz #1

Fall 2023

INSTRUCTIONS:

- `BUSI201-Q01-Workbook.xlsx` is the companion workbook for this quiz.

- The workbook consists of four worksheets: `Expenses`, `Employee`, `Sales`, and `Inventory`.

- The quiz booklet contains 4 problems, each corresponding to one of the worksheets.

- Unless explicitly stated, manually typing in the answers without using functions will result in all points being deducted from the specific question.

- Once you are finished, save/rename the workbook to `YOUR_LOGIN_ID.xlsx`, and submit your results via email to BPARK@monmouthcollege.edu.

Problem 1. Expenses: 35 Points

The first problem describes the tasks assigned for the first worksheet Expenses. The worksheet contains a synthetic expense sheet for a household, and the table highlighted by the blue box contains information about the cashback rewards each payment method provides. Card A returns 6% as rewards when the spend category is Groceries, and 1% for all other categories. Card B returns 2% back as rewards for all transactions regardless of the category.

Task #1: 15 Points

Your first task is to find the entries for the Actual RoR column highlighted by the red box. It should contain the rate of return (%) on spend as dictated by the table in the blue box. Then, fill in the Actual Rewards column marked by the green box with the amount of rewards the consumer actually received for each transaction.

Task #2: 15 Points
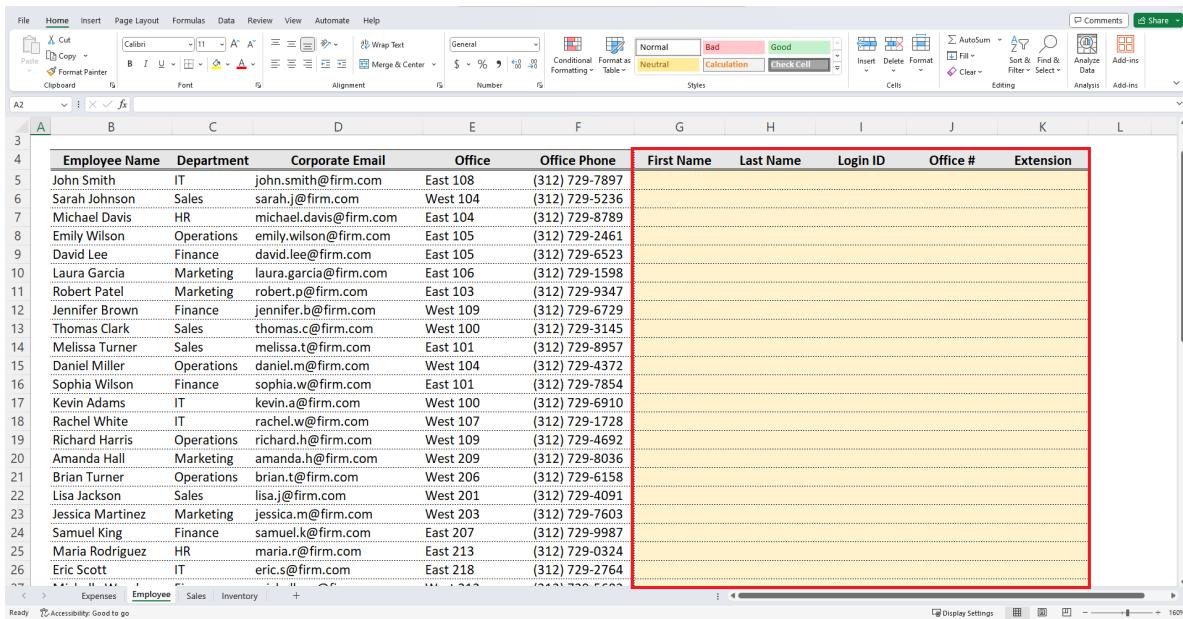
The consumer is not optimizing their card choices, for instance on row 11, they are using Card A to get 1% back, while they could be using Card B to get 2% back. In the Optimal RoR marked by the orange box, find what the consumer *would have* achieved had they used the best payment method for each transaction. For instance, in row 11, the optimal rate of return should have been 2%. Then, fill in the Optimal Rewards column marked by the pink box with the amount of rewards the consumer would have received for each transaction had they optimized their card use.

Task #3: 5 Points

Finally, you must fill out the table highlighted by the purple box with the total amount of rewards this consumer accumulated over the month of August in cell C5, and what the consumer would have been able to accumulate had they optimized their card use in cell C6.

Problem 2. Employee: 5 Points

The second worksheet, corresponding to the second problem, contains information of a list of employees in a fictitious firm. The entries include the employees' full names, their department, corporate email address which takes the form of `LOGIN_ID@firm.com`, their office location and number (West or East Tower), and office phone number.

Task #1: 5 Points

The single task in this problem is to fill in the entries highlighted by the `red box` with the employees' first name, last name, login ID, office number (ignoring the East / West tower indicators), and their phone extension (last 4 digits of office phone number).

- Make use of the flash fill function we covered in class.

- No points deducted for manually typing in the correct answers for Problem 2.

Problem 3. Expenses: 35 Points

The third worksheet mimcs sales data for a department store. The main table gives us information about the date of the sale, which employee made the sale, the product name and quantity sold, the price of each unit, and the value of the transaction.

Task #1: 15 points

Your first task is to find the correct values for the table in the red box:

- `# of Sales`:
  Total number of times a product was sold. NOT the total quantity of product sold.

- `Total Quantity`:
  The total quantity of product sold for each product type.

- `Sales ($)`:
  The total dollar value of the sales for each product type.

Task #2: 15 points

The next task is to complete the blue box, analogous to the first task but calculating the numbers by employee instead of by products. Calculate and report the total numer of sales, the total quantity of goods sold, and total dollar value of their sales.

Task #3: 5 points

Finally, you must fill out the table highlighted by the orange box by finding the 10 largest and smallest transactions made. Note that we are not trying to find the employee who made the most sales, or the product with the highest/lowest transaction value, but the highest and lowest transaction value itself.

Problem 4. Inventory: 25 Points

The final problem of this quiz will consist of two tasks on the worksheet `Inventory`. This worksheet contains information on inventory from a supermarket. Each item is given a unique item code, and the quantity of items in inventory, and the price of each unit.

Task #1: 5 Points

Your first task is to find the correct values for the table in the red box, which should be the value of the inventory in stock for each item.

Task #2: 20 Points

For the final task of this quiz, fill out the table highlighted in the blue box. The empty cells should return the item name, and the unit price corresponding to the item code in column J.

- Use the VLOOKUP function for task #2.