



Monmouth
COLLEGE

• Name: _____

• Date: _____

• Section: _____

BUSI 201: Business Data Analysis

Quiz #4: Conditional Formatting

Fall 2024

INSTRUCTIONS:

- Once you are finished, save/rename the workbook to **LoginID-quiz4.xlsx**, and submit your results via email to BPARK@monmouthcollege.edu.
- **BUSI201-F2024-Q04-Workbook.xlsx** is the companion workbook for this quiz.
- The workbook consists of 4 worksheets: **Quiz4-Sheet1**, **Quiz4-Sheet2**, **Quiz4-Sheet3** and **Quiz4-Sheet4**
- The quiz booklet contains 4 problems.
- Double-check your submission email for your attached file, file name, and receiver's email address, as you will not be permitted to submit or update your solutions past the in-class deadline.
- All grading will be based on the use of conditional formatting, filtering, and sorting. Manually filtered or formatted portions shall not be awarded any credit.

Problem #1. Annual Sales Report

Navigate to worksheet Quiz4-Sheet 1 and complete the following task.

Employee	TARGET	Q1	Q2	Q3	Q4	TOTAL	RATE
Marshall Boyle	\$ 67,000.00	\$ 4,152.19	\$ 21,161.35	\$ 22,111.05	\$ 12,864.87	\$ 60,289.46	89.98%
Nell Bryan	\$ 110,000.00	\$ 13,688.86	\$ 22,149.42	\$ 22,921.90	\$ 41,519.63	\$ 100,279.81	91.16%
Tara Green	\$ 81,000.00	\$ 19,892.05	\$ 6,483.97	\$ 9,761.23	\$ 36,728.02	\$ 72,865.27	89.96%
Mandy Banks	\$ 54,000.00	\$ 1,831.64	\$ 18,303.36	\$ 9,104.74	\$ 21,327.90	\$ 50,567.64	93.64%
Lucille Gallegos	\$ 62,000.00	\$ 17,102.02	\$ 11,096.69	\$ 7,356.48	\$ 19,797.82	\$ 55,353.01	89.28%
Shelia Donahue	\$ 96,000.00	\$ 13,610.28	\$ 23,844.19	\$ 10,171.27	\$ 48,126.29	\$ 95,752.03	99.74%
Warren Todd	\$ 91,000.00	\$ 18,186.95	\$ 18,698.05	\$ 15,318.67	\$ 26,128.68	\$ 78,332.35	86.08%
Bobbie McDermott	\$ 84,000.00	\$ 24,224.94	\$ 15,896.27	\$ 14,847.19	\$ 12,786.11	\$ 67,754.51	80.66%
Norma Good	\$ 72,000.00	\$ 18,673.86	\$ 2,044.28	\$ 20,744.27	\$ 25,326.40	\$ 66,788.81	92.76%
Mario Robertson	\$ 61,000.00	\$ 19,587.46	\$ 3,138.33	\$ 12,075.21	\$ 22,168.89	\$ 56,969.89	93.39%
Mildred Blackwell	\$ 91,000.00	\$ 13,332.35	\$ 21,061.46	\$ 15,913.65	\$ 17,247.62	\$ 67,555.08	74.24%
Lucas Mosley	\$ 55,000.00	\$ 15,191.08	\$ 2,247.59	\$ 21,950.59	\$ 15,372.92	\$ 54,762.18	99.57%
Kendra Welch	\$ 79,000.00	\$ 11,983.24	\$ 12,412.67	\$ 4,831.95	\$ 35,322.94	\$ 64,550.80	81.71%
Bernadette Cruz	\$ 103,000.00	\$ 11,113.34	\$ 23,986.11	\$ 13,556.79	\$ 41,119.21	\$ 89,775.45	87.16%
Erika Ibarra	\$ 98,000.00	\$ 24,340.94	\$ 8,872.85	\$ 1,774.90	\$ 36,553.62	\$ 71,542.31	73.00%
Trevor Kirk	\$ 93,000.00	\$ 24,982.66	\$ 18,034.49	\$ 9,432.16	\$ 43,894.59	\$ 96,343.90	103.60%
Wanda Rogers	\$ 57,000.00	\$ 2,071.89	\$ 9,609.94	\$ 17,102.92	\$ 22,975.24	\$ 51,759.99	90.81%
Jeremy McCann	\$ 66,000.00	\$ 14,171.11	\$ 5,348.82	\$ 13,712.29	\$ 30,884.98	\$ 64,117.20	97.15%
Aida Garrison	\$ 117,000.00	\$ 21,188.27	\$ 19,313.94	\$ 11,175.79	\$ 48,764.69	\$ 100,442.69	85.85%
Barb Gifford	\$ 84,000.00	\$ 2,738.00	\$ 23,283.58	\$ 4,710.04	\$ 47,177.09	\$ 77,908.71	92.75%

1.A. Apply conditional formatting to the table to match the result shown above. Specifically, apply the following rules:

- Rows containing information on employees whose completion rate (in column I) is greater than or equal to 93% are shaded green, and
Hint: 93% in numbers is 0.93
- Rows containing information on employees whose completion rate is strictly lower than 80% are shaded red.

Problem #2. Annual Sales Report

Navigate to worksheet Quiz4-Sheet2 and complete the following task.

Employee	TARGET	Q1	Q2	Q3	Q4	TREND	TOTAL	RATE
Marshall Boyle	\$ 67,000.00	\$ 4,152.19	\$ 21,161.35	\$ 22,111.05	\$ 12,864.87		\$ 60,289.46	89.98%
Nell Bryan	\$ 110,000.00	\$ 13,688.86	\$ 22,149.42	\$ 22,921.90	\$ 41,519.63		\$ 100,279.81	91.16%
Tara Green	\$ 81,000.00	\$ 19,892.05	\$ 6,483.97	\$ 9,761.23	\$ 36,728.02		\$ 72,865.27	89.96%
Mandy Banks	\$ 54,000.00	\$ 1,831.64	\$ 18,303.36	\$ 9,104.74	\$ 21,327.90		\$ 50,567.64	93.64%
Lucille Gallegos	\$ 62,000.00	\$ 17,102.02	\$ 11,096.69	\$ 7,356.48	\$ 19,797.82		\$ 55,353.01	89.28%
Shelia Donahue	\$ 96,000.00	\$ 13,610.28	\$ 23,844.19	\$ 10,171.27	\$ 48,126.29		\$ 95,752.03	99.74%
Warren Todd	\$ 91,000.00	\$ 18,186.95	\$ 18,698.05	\$ 15,318.67	\$ 26,128.68		\$ 78,332.35	86.08%
Bobbie McDermott	\$ 84,000.00	\$ 24,224.94	\$ 15,896.27	\$ 14,847.19	\$ 12,786.11		\$ 67,754.51	80.66%
Norma Good	\$ 72,000.00	\$ 18,673.86	\$ 2,044.28	\$ 20,744.27	\$ 25,326.40		\$ 66,788.81	92.76%
Mario Robertson	\$ 61,000.00	\$ 19,587.46	\$ 3,138.33	\$ 12,075.21	\$ 22,168.89		\$ 56,969.89	93.39%
Mildred Blackwell	\$ 91,000.00	\$ 13,332.35	\$ 21,061.46	\$ 15,913.65	\$ 17,247.62		\$ 67,555.08	74.24%

2.A. In the column named TREND, create sparklines that show each employees' quarterly sales performance as shown in the Red Box.

Problem #3. Real Estate Listings

Navigate to worksheet Quiz4-Sheet3 and complete the following task.

ID	State	County	City	ZIP Code	Street Address	# Bed	# Bath	Asking Price	Year Built	AC	Garage Spaces	Days on Market	Lot Size (sqft)	Home Type	Renovation Year	HOA
94787	IL	Cook	Chicago	60602	456 Elm St	4	3	\$ 600,000.00	1985	Yes	2	45	8500	Single Family	2018	300
97313	IL	Cook	Chicago	60608	1717 Cedar St	4	3	\$ 550,000.00	1975	Yes	2	40	7200	Single Family	2015	0
61241	IL	Cook	Chicago	60607	1616 Spruce St	3	2.5	\$ 480,000.00	1998	Yes	2	35	6000	Single Family	2016	0
59338	IL	Cook	Chicago	60601	123 Main St	3	2.5	\$ 450,000.00	1990	Yes	2	30	7500	Single Family	2015	250
44957	IL	Cook	Chicago	60610	2323 Birch St	2	2	\$ 400,000.00	1970	Yes	1	25	5500	Condo	2013	450
57720	IL	Cook	Chicago	60609	2222 Cherry St	3	2	\$ 350,000.00	1985	Yes	2	30	6000	Single Family	2016	0
24755	IL	Cook	Chicago	60603	404 Walnut St	2	1	\$ 300,000.00	1920	Yes	1	15	5000	Condo	2014	500
63678	IL	Cook	Chicago	60605	1010 Pine St	2	2	\$ 280,000.00	2000	Yes	1	18	4500	Condo	2010	350
69233	IL	Cook	Chicago	60604	505 Cherry St	1	1	\$ 200,000.00	1935	No	0	10	3500	Condo	2012	450
31958	IL	Cook	Chicago	60606	1111 Oak St	1	1	\$ 190,000.00	1955	No	0	12	3500	Condo	2015	400
62143	IL	Cook	Evanston	60201	789 Oak St	5	4	\$ 750,000.00	2005	Yes	3	60	10000	Single Family	2017	350
36527	IL	Cook	Evanston	60203	1212 Maple St	4	3.5	\$ 550,000.00	1986	Yes	2	38	7000	Single Family	2018	0
1519	IL	Cook	Evanston	60205	2424 Maple St	4	3	\$ 550,000.00	1990	Yes	2	38	7200	Single Family	2018	0
10499	IL	Cook	Evanston	60204	1818 Pine St	3	2	\$ 420,000.00	1968	Yes	2	32	5800	Single Family	2013	0
90108	IL	Cook	Evanston	60202	606 Birch St	3	2	\$ 400,000.00	1965	Yes	1	25	5500	Single Family	2005	0
20302	IL	Cook	Oak Park	60302	707 Redwood St	4	3	\$ 500,000.00	1978	Yes	2	40	6800	Single Family	2015	0
24877	IL	Cook	Oak Park	60305	2525 Pine St	3	2.5	\$ 480,000.00	1982	Yes	2	35	6000	Single Family	2014	0
29224	IL	Cook	Oak Park	60301	101 Maple Ave	3	2	\$ 350,000.00	1950	Yes	1	20	6000	Single Family	2010	0
64326	IL	Cook	Oak Park	60303	1313 Elm St	3	2	\$ 320,000.00	1960	Yes	1	22	5200	Single Family	2012	0
62897	IL	Cook	Oak Park	60304	1919 Oak St	2	1	\$ 300,000.00	1955	Yes	1	18	5000	Single Family	2011	0
54556	IL	Cook	Skokie	60076	202 Pine St	4	2.5	\$ 550,000.00	1988	Yes	2	35	7200	Single Family	2012	0
98020	IL	Cook	Skokie	60079	2020 Elm St	4	2.5	\$ 520,000.00	1992	Yes	2	38	6800	Single Family	2017	0
35025	IL	Cook	Skokie	60080	2626 Cedar St	4	2.5	\$ 520,000.00	1995	Yes	2	40	6800	Single Family	2019	0
42019	IL	Cook	Skokie	60077	808 Spruce St	3	2	\$ 350,000.00	1980	Yes	1	30	6000	Single Family	2012	0
40884	IL	Cook	Skokie	60078	1414 Birch St	2	1	\$ 270,000.00	1952	Yes	1	28	4800	Single Family	2014	0
1698	IL	Cook	Wilmette	60091	303 Cedar St	5	3.5	\$ 850,000.00	1995	Yes	3	50	9500	Single Family	2019	400
59158	IL	Cook	Wilmette	60094	2121 Walnut St	6	4.5	\$ 800,000.00	2006	Yes	3	55	12000	Single Family	2021	500
40030	IL	Cook	Wilmette	60093	1515 Redwood St	5	4	\$ 750,000.00	2002	Yes	3	50	9500	Single Family	2020	400
28377	IL	Cook	Wilmette	60092	909 Cedar St	4	3	\$ 650,000.00	1992	Yes	2	55	8000	Single Family	2016	300

3.A. Sort the table to match the result shown above. Specifically, apply the following rules:

- The table is sorted so that cities are listed in alphabetical order, and
- Given the same city, the table is sorted so that houses with the higher asking prices show up on top.

Problem #4. Real Estate Listings

Navigate to worksheet Quiz4-Sheet4 and complete the following tasks.

ID	State	County	City	ZIP Code	Street Address	# Bed	# Bath	Asking Price	Year Built	AC	Garage Spaces	Days on Market	Lot Size (sqft)	Home Type	Renovation Year	HOA
59338	IL	Cook	Chicago	60601	123 Main St	3	2.5	\$ 450,000.00	1990	Yes	2	30	7500	Single Family	2015	250
94787	IL	Cook	Chicago	60602	456 Elm St	4	3	\$ 600,000.00	1985	Yes	2	45	8500	Single Family	2018	300
62143	IL	Cook	Evanston	60201	789 Oak St	5	4	\$ 750,000.00	2005	Yes	3	60	10000	Single Family	2017	350
29224	IL	Cook	Oak Park	60301	101 Maple Ave	3	2	\$ 350,000.00	1950	Yes	1	20	6000	Single Family	2010	0
54556	IL	Cook	Skokie	60076	202 Pine St	4	2.5	\$ 550,000.00	1988	Yes	2	35	7200	Single Family	2012	0
1698	IL	Cook	Wilmette	60091	303 Cedar St	5	3.5	\$ 850,000.00	1995	Yes	3	50	9500	Single Family	2019	400
24755	IL	Cook	Chicago	60603	404 Walnut St	2	1	\$ 300,000.00	1920	Yes	1	15	5000	Condo	2014	500
69233	IL	Cook	Chicago	60604	505 Cherry St	1	1	\$ 200,000.00	1935	No	0	10	3500	Condo	2012	450
90108	IL	Cook	Evanston	60202	606 Birch St	3	2	\$ 400,000.00	1965	Yes	1	25	5500	Single Family	2005	0
20302	IL	Cook	Oak Park	60302	707 Redwood St	4	3	\$ 500,000.00	1978	Yes	2	40	6800	Single Family	2015	0
42019	IL	Cook	Skokie	60077	808 Spruce St	3	2	\$ 350,000.00	1980	Yes	1	30	6000	Single Family	2012	0
28377	IL	Cook	Wilmette	60092	909 Cedar St	4	3	\$ 650,000.00	1992	Yes	2	55	8000	Single Family	2016	300
63678	IL	Cook	Chicago	60605	1010 Pine St	2	2	\$ 280,000.00	2000	Yes	1	18	4500	Condo	2010	350
31958	IL	Cook	Chicago	60606	1111 Oak St	1	1	\$ 190,000.00	1955	No	0	12	3500	Condo	2015	400
36527	IL	Cook	Evanston	60203	1212 Maple St	4	3.5	\$ 550,000.00	1986	Yes	2	38	7000	Single Family	2018	0
64326	IL	Cook	Oak Park	60303	1313 Elm St	3	2	\$ 320,000.00	1960	Yes	1	22	5200	Single Family	2012	0
40884	IL	Cook	Skokie	60078	1414 Birch St	2	1	\$ 270,000.00	1952	Yes	1	28	4800	Single Family	2014	0
40030	IL	Cook	Wilmette	60093	1515 Redwood St	5	4	\$ 750,000.00	2002	Yes	3	50	9500	Single Family	2020	400
61241	IL	Cook	Chicago	60607	1616 Spruce St	3	2.5	\$ 480,000.00	1998	Yes	2	35	6000	Single Family	2016	0
97313	IL	Cook	Chicago	60608	1717 Cedar St	4	3	\$ 550,000.00	1975	Yes	2	40	7200	Single Family	2015	0
10499	IL	Cook	Evanston	60204	1818 Pine St	3	2	\$ 420,000.00	1968	Yes	2	32	5800	Single Family	2013	0
62897	IL	Cook	Oak Park	60304	1919 Oak St	2	1	\$ 300,000.00	1955	Yes	1	18	5000	Single Family	2011	0
98020	IL	Cook	Skokie	60079	2020 Elm St	4	2.5	\$ 520,000.00	1992	Yes	2	38	6800	Single Family	2017	0
59158	IL	Cook	Wilmette	60094	2121 Walnut St	6	4.5	\$ 800,000.00	2006	Yes	3	55	12000	Single Family	2021	500
57720	IL	Cook	Chicago	60609	2222 Cherry St	3	2	\$ 350,000.00	1985	Yes	2	30	6000	Single Family	2016	0
44957	IL	Cook	Chicago	60610	2323 Birch St	2	2	\$ 400,000.00	1970	Yes	1	25	5500	Condo	2013	450
1519	IL	Cook	Evanston	60205	2424 Maple St	4	3	\$ 550,000.00	1990	Yes	2	38	7200	Single Family	2018	0
24877	IL	Cook	Oak Park	60305	2525 Pine St	3	2.5	\$ 480,000.00	1982	Yes	2	35	6000	Single Family	2014	0
35025	IL	Cook	Skokie	60080	2626 Cedar St	4	2.5	\$ 520,000.00	1995	Yes	2	40	6800	Single Family	2019	0

- 4.A. Apply conditional formatting to the table so that under the Asking Price column, the top 20% of the highest values are shaded green.
- 4.B. Apply conditional formatting to the table so that under the Year Built column, houses that were built on or after 1990 are shaded green.
- 4.C. Apply conditional formatting to the table so that under the column Garage Spaces, houses with exactly 2 garage spaces are shaded green.

• Original Score: _____

• Recovered Score: _____

• Original Date: _____

• Recovered Date: _____