TP 06

1- Section 1:

You have a table showing the sales results of computer products by quarter of the year 2009 that the company Novamedia recorded. We ask you to format the table so that you obtain the table below:

	A	B	C	D	E	F	G	H
1								
2		Novamedia : Résultats trimestriels 2009						
3								
4		Produits	1. trimestre	2. trimestre	3. trimestre	4. trimestre	Total	
5		Lecteur DVD	18 000,00 €	18 900,00 €	20 790,00 €	21 829,50 €	79 519,50 €	
6		Carte son	9 000,00 €	9 450,00 €	10 395,00 €	10 914,75 €	39 759,75 €	
7		Convertisseur vidéo	23 000,00 €	24 150,00 €	26 565,00 €	27 893,25 €	101 608,25 €	
8		Scanner	14 500,00 €	15 225,00 €	16 747,50 €	17 584,88 €	64 057,38 €	
9			64 500,00 €	67 725,00 €	74 497,50 €	78 222,38 €	284 944,88 €	
10								

(1) **Merge** cells **B2:G2**

(2) **Center** the table title and make it **bold.**

(3) Add the table **borders**

(4) Apply **the bold format** to the cells of **the crosstab header** as well as certain cells as shown in the Answer Key Section.

(5) Calculate cell sums per row and per column using the **SUM function,** example
  SUM(C5:C8) is the sum of the cells in column C (C5, C6, C7, C8).

(6) Apply **the currency format** for the cells that carry the numbers and the chosen currency will be the euro.

(7) **Center** the table header

(8) **Align** the numbers in the table to the right.

2- Section 2:

• same exercise for the following table:

	A	B	C	D	E	F	G	H	I	J
1										
2			REGION SUD							
3			Janvier	Février	Mars	Avril	Mai	Juin	Total	
4		Librairie	1 900,00 €	2 090,00 €	2 299,00 €	2 528,90 €	2 781,79 €	3 059,97 €	14 659,66 €	
5		Alimentation	1 800,00 €	1 980,00 €	2 178,00 €	2 395,80 €	2 635,38 €	2 898,92 €	13 888,10 €	
6		Droguerie	1 750,00 €	1 925,00 €	2 117,50 €	2 329,25 €	2 562,18 €	2 818,39 €	13 502,32 €	
7		Total	5 450,00 €	5 995,00 €	6 594,50 €	7 253,95 €	7 979,35 €	8 777,28 €	42 050,07 €	
8										

Exercise 2: cell colors Section 1: (1) Add the table

borders .

(2) Apply different **colors to the background (fill color)** of table cells.

	A	B	C	D	E	F	G	H
1								
2			lundi	mardi	mercredi	jeudi	vendredi	
3		agence 1	100	500	350	200	400	
4		agence 2	120	450	400	250	500	
5		agence 3	140	400	450	300	600	
6		agence 4	160	350	500	350	700	
7								

Section 2:

(1) **Resize** the cells to have the dimensions of a frame made up of 4 cells.

(2) Apply different **colors to the background** of cell groups.

	A	B	C	D	E	F	G	H	I	J
1										
2		1	3		A	B		10	20	
3		2	4		C	D		30	40	
4										
5		5	6		E	F		1	2	
6		7	8		G	H		3	4	
7										
8		9	10		I	J		8	9	
9		11	12		K	F		10	11	
10										

Exercise 3: Formatting

Section 1:

You have the company's balance sheet in its raw state, we ask you to apply the following actions: (1) **Resize** the cells to have more space in the table.

(2) **Merge** the cells of **B2:E2** (3) Apply the formatting of the title cell content: **Centered, Bold, Font Size=14, Character color = Red.**

(4) Apply **the color Red** to the character of the horizontal header of the table.

(5) Apply **the Blue color** to the character in the Vertical header of the table.

(6) Apply Euro **currency format .**

(7) Apply **the calculation formula** using **arithmetic operators** (Profit=Turnover – Expenses).

(8) Apply **the calculation formula** using the **SUM** of columns function.

	A	B	C	D	E	F
1						
2		Bilan de l'entreprise				
3						
4		Groupe d'articles	Chiffre d'affaire	Charges	Bénéfice	
5		Mobilier	2000000	1240000	760000	
6		Tapis	3000000	1900000	1100000	
7		Petit mobilier	4000000	2480000	1520000	
8		Mobilier de jardin	250000	150000	100000	
9		Total	9250000	5770000	3480000	
10						

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