

Excel Application Test

Construct the worksheet to calculate the net pay of the following group of employees.

Dixieland Mountain Company						
Payroll—[today's date]						
			5%		24%	
Employee Name	Base Pay	Sales	Commission	Salary	Deductions	Net Pay
Snoopy	250	1000				
Charlie Brown	300	1200				
Woodstock	350	3000				
Lucy VanPelt	450	3500				
Linus VanPelt	200	2800				
Franklin	450	600				
Sally	350	3000				
Peppermint Patty	500	3200				
Schroeder	425	2000				
Marcie	425	2500				
PigPen	250	1500				
Totals						
Average						

1. Calculate Commission—Sales * (commission rate)
2. Calculate Salary—the Base Pay + Commission
3. Calculate Deductions—Salary * (deduction rate)
4. Calculate net Pay—Salary - Deductions
5. Find the Totals and Average for the following columns: Sales, Commission, Net Pay
6. All labels should be bold—12 point and Arial.
7. Right align the column heading in column B through G.
8. All values are money,--two decimal places.
9. Create a chart to compare individual sales of the week.
10. Add your name and Excel Test as a header.
11. PREVIEW! Change orientation if necessary.
12. Print values and formulas

