



<b>Lesson 1 Essential Activity 1 Year 3: Excel Named Ranges, Data Validation List, Vlookup().</b>	
<b>Student Name &amp; Nr:</b>	<b>18</b>

FILE NAME: LESSON 1 ESSENTIAL ACTIVITY 1.XLSX

Complete the basic formulas for the invoice.

The workbook contains 2 sheets: Invoice & Products.

Make use of Named Cell Ranges in your formulas.

1. Create a data validation list for the codes in column A. (4)
  2. Create a VLOOKUP that will look up the corresponding code information in columns B and C. (6)
  3. Calculate the total for each item in column E. (2)
  4. Calculate the sum total in cell E22. (1)
  5. Calculate the discount in cell E23. (1)
  6. Calculate the VAT after discount in cell E24. (2)
  7. Calculate the VAT inclusive total for the invoice after discount in E25. (2)
- (18)**

<b>Submission date</b>	<b>31/01/2022</b>
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