

## Computer Science – February, 5th 2009

Some data about the hours spent at the workplace by five employees, in January 2009, are available. Each available row of data consists in: name of the employee, surname of the employee, day of the month (between 1 and 31), number of hours spent at the workplace in the corresponding day, workplace (office or garden).

Using these data, produce an Excel worksheet (the most) similar to that attached to this paper.

Login to *moodle.units.it* and choose the Computer Science website. The assignment, with the available data and this document, can be found as last topic.

Notice that:

- Data must be copied in a text file and then imported in the worksheet.
- The salary for each hour at work is given: 10 € in the office, 12 € in the garden.
- You should use formulas or other Excel tools in a convenient way when their use is appropriate.
- Inserting the surname of an employee, where requested, displays the corresponding salary, contained in Table 2. Use appropriate Excel functions.
- Table 1 and Table 3 **MUST** be pivot tables.
- Name and surname must be inserted at the beginning of the worksheet.
- Your work will be evaluated on the basis of the way and the tools you use to produce the Excel file and to solve the related problems.

Please, remember:

- Save your file often, giving it a name with a clear reference to your name and surname (for instance: *myname\_mysurname.xlsx*).
- Using the Excel help is allowed.
- Using books or other sources of information is **NOT** allowed.
- Communicating, talking and copying is **NOT** allowed (**the network activity is monitored!**).

Violating the previous rules causes the exclusion from the exam. Everyone works on his own file under his own responsibility.

Maximum time: **60 MINUTES**.

When you accomplished the assignment, complete the topic in the course website uploading your excel file.

Results will be put up on the 4<sup>th</sup> floor of the faculty on January, 5<sup>th</sup> (today) at 13.00 and the individual registration of the results will follow immediately.