

Assignment No 19

Consider The Following Worksheet

S.No	A	B	C	D
1	Item	Month	Year	Rate
2	Computer		2006	
3	Printer		2000	
4	Mouse		2004	
5	Computer		2002	
6	Mouse		2001	
7	Printer		2005	
8	Computer		2001	
9	Modem		2000	
10	Floppy		2008	
11	Monitor		2009	

~~EXCEL~~ ~~Assignment~~

1. Sort the data on **item** and **year**.
2. Use **auto filter** to show all items purchase in **year 2001**.
3. Use **auto filter** to show only two items of **least count**.
4. Use “**Vlookup**” function to find out items rate