

## Exercise Three



3.1 Using the Products\_Sales Worksheet in ex2\_4 create Stoplights to highlight no in stock fallen below 10 and stock over 100 (desirable). Save as ex3\_1

▶ Group Name	▶ Name	▶ Sales Number	▶ Transaction Date	▶ Price SUM	▶ Number Of Units SUM
GARDENING	LAWNMOWER BLADE	84119	12-MAY-1996	10.99	40
GARDENING	LAWNMOWER BLADE	84337	16-DEC-1996	10.99	53
GARDENING	LAWNMOWER BLADE	84450	08-APR-1997	10.99	26
GARDENING	LAWNMOWER BLADE	84520	17-JUN-1997	10.99	56
GARDENING	LAWNMOWER BLADE	84640	15-OCT-1997	10.99	50
GARDENING	LAWNMOWER BLADE	84686	30-NOV-1997	10.99	100
GARDENING	LAWNMOWER BLADE	84711	25-DEC-1997	10.99	83
GARDENING	LAWNMOWER BLADE	82925	03-FEB-1993	10.99	10
GARDENING	LAWNMOWER BLADE	83001	20-APR-1993	10.99	66

## Exercise Three



3.2 Continuing. Format the Number of Units Item, change the heading to 'In Stock', format the Price column to include the current sign, format the Name Item to allow Word wrapping and group sort by Group Name. Save as ex3\_2

▶ Group Name	▶ Name	▶ Sales Number	▶ Transaction Date	▶ Price	▶ In Stock
BATHROOM	NOSTALGIA SUITE	131451	01-JAN-1991	£399.99	3
	NOSTALGIA SUITE	131452	02-JAN-1991	£399.99	6
	NOSTALGIA SUITE	131453	03-JAN-1991	£399.99	10
	NOSTALGIA SUITE	131454	04-JAN-1991	£399.99	13
	NOSTALGIA SUITE	131455	05-JAN-1991	£399.99	16
	NOSTALGIA SUITE	131456	06-JAN-1991	£399.99	20
	NOSTALGIA SUITE	131473	23-JAN-1991	£399.99	76