

Day	Month	Client name	Invoice	Site	Product	Net	VAT	Gross
3	Sep	Invisio	1037	Skipton	Gemini	949.00	189.80	1,138.80
15	Sep	Invisio	1046	Skipton	Gemini	763.00	152.60	915.60
17	Sep	Invisio	1049	Skipton	Taurus	858.00	171.60	1,029.60
17	Sep	Invisio	1050	Skipton	Taurus	205.00	41.00	246.00
20	Sep	Invisio	1054	Leeds	Gemini	152.00	30.40	182.40
27	Sep	Invisio	1060	Skipton	Aries	75.00	15.00	90.00
						3,002.00	600.40	3,602.40

Exercises

Complete the above table by using formulae to calculate VAT (at a rate of 20%) and gross for each sale
Copy the table to Sheet2

Using the table recorded in Sheet1 create two Pivot tables on new worksheets to show the following:

- A summary of net sales according to the site and the product type

- A summary of net sales according to customer and the product type

- Ensure that the numbers in the pivot tables are formatted appropriately

In Sheet1 apply a filter to the table, then calculate total net, vat and gross for the month

Then use the filter to show sales to Invisio during September

Sum of Net Row Labels	Column Labels				Grand Total
	Aries	Gemini	Libra	Taurus	
Leeds	£997.00	£2,293.00	£2,245.00	£1,364.00	£6,899.00
Skipton	£75.00	£2,501.00	£445.00	£1,063.00	£4,084.00
Wakefield	£1,957.00		£674.00	£1,446.00	£4,077.00
Grand Total	£3,029.00	£4,794.00	£3,364.00	£3,873.00	£15,060.00

Sum of Net Row Labels	Column Labels				Grand Total
	Aries	Gemini	Libra	Taurus	
Carnole		£1,577.00	£333.00	£447.00	£2,357.00
Destran	£563.00	£9.00	£1,015.00	£1,787.00	£3,374.00
Elavation	£416.00		£729.00		£1,145.00
Invisio	£75.00	£1,864.00		£1,063.00	£3,002.00
Rancao	£997.00	£555.00	£1,287.00	£576.00	£3,415.00
Vestigio	£978.00	£789.00			£1,767.00
Grand Total	£3,029.00	£4,794.00	£3,364.00	£3,873.00	£15,060.00