

Exercise 1 – IF Function

In this exercise you will be practising **If Functions** to calculate if employees of Knightsbridge Enterprise will receive a bonus. Each employee gets a bonus depending on the number of hours worked.

The solution to this exercise can be found on page 2 of this worksheet.

1. Type the following information and adjust column width if necessary.

	A	B	C
1	Name	No. of Hours worked	Bonus
2	Smith, J	42	
3	Murphy, R	35	
4	Boyle, G	20	
5	Carroll, B	50	

2. Save as **Knightsbridge Enterprise**.
3. Each employee gets a bonus depending on the number of hours worked. If an employee works more than 40 hours display the message "Bonus" otherwise "No Bonus" in column C. In cell C2 insert an **If** function that tests if **B2>40**. If value is **True** display the word "**Bonus**", if value is **False** display the word "**No Bonus**". Copy the formula down the remaining rows.
4. Save the changes made.

Solution

	A	B	C
1	Name	No. of Hours worked	Bonus
2	Smith, J	42	Bonus
3	Murphy, R	35	No Bonus
4	Boyle, G	20	No Bonus
5	Carroll, B	50	Bonus

Formula Solution

	A	B	C
1	Name	No. of Hours worked	Bonus
2	Smith, J	42	=IF(B2>40,"Bonus","No Bonus")
3	Murphy, R	35	=IF(B3>40,"Bonus","No Bonus")
4	Boyle, G	20	=IF(B4>40,"Bonus","No Bonus")
5	Carroll, B	50	=IF(B5>40,"Bonus","No Bonus")