

**Course
&
Test Series**

Self-Made Assignment - MS Excel

Filling Continuous Rows and Columns using Fill in MS Excel

Make a Dataset

	A	B	C	D	E
1	Serial No	Name	Date of Joining	Salary	Increment %
2	1	Aditi	01-Jan-23	25000	5%
3	2	Bhavesh	01-Feb-23	27000	7%
4	3	Charu	01-Mar-23	29000	6%
5	4	Deepak	01-Apr-23	31000	5%
6	5	Esha	01-May-23	33000	8%
7	6	Farhan	01-Jun-23	35000	6%
8	7	Garima	01-Jul-23	37000	7%
9	8	Harish	01-Aug-23	39000	5%
10	9	Isha	01-Sep-23	41000	6%
11	10	Jatin	01-Oct-23	43000	7%

Tasks:

• **Fill Continuous Rows:**

- Extend the table up to 20 employees using the AutoFill feature.
- Ensure the **Serial No.** continues sequentially.
- Maintain the **Date of Joining** in a monthly sequence.

• **Fill Continuous Columns:**

- Create a new column **Revised Salary**, where you manually enter the new salary after applying the increment.
- Use the AutoFill feature to complete the column.

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Resultant Dataset:

	A	B	C	D	E	F
1	Serial No	Name	Date of Joining	Salary	Increment %	Revised Salary
2	1	Adivi	01-Jan-23	25000	5%	26250
3	2	Bhavesh	01-Feb-23	27000	7%	28890
4	3	Charu	01-Mar-23	29000	6%	30740
5	4	Deepak	01-Apr-23	31000	5%	32550
6	5	Esha	01-May-23	33000	8%	35640
7	6	Farhan	01-Jun-23	35000	6%	37100
8	7	Garima	01-Jul-23	37000	7%	39590
9	8	Harish	01-Aug-23	39000	5%	40950
10	9	Isha	01-Sep-23	41000	6%	43460
11	10	Jatin	01-Oct-23	43000	7%	46010
12	11	Kavita	01-Nov-23	45000	5%	47250
13	12	Laxman	01-Dec-23	47000	6%	49820
14	13	Meena	01-Jan-24	49000	7%	52430
15	14	Nitesh	01-Feb-24	51000	5%	53550
16	15	Omkar	01-Mar-24	53000	8%	57240
17	16	Pooja	01-Apr-24	55000	6%	58300
18	17	Qadir	01-May-24	57000	7%	60990
19	18	Rina	01-Jun-24	59000	5%	61950
20	19	Sahil	01-Jul-24	61000	6%	64760
21	20	Tanvi	01-Aug-24	63000	7%	67410

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