

## **SPREADSHEET**

**LEVEL:**                      **INTERMEDIATE**

**Ref: SSI/312/T**

**The Spreadsheet below may be keyed in prior to the examination and be available to candidates on the day of the examination.**

**This can be achieved as follows:**

<b><u>OPTION 1</u></b>	<b>The teacher may key in the Spreadsheet below prior to the examination and make it available to the candidates on the day of the examination.</b>
<b><u>OPTION 2</u></b>	<b>The candidates may key in the Spreadsheet prior to the examination and save it to an appropriate folder so that it is available on the day of the examination.</b>
<b><u>OPTION 3</u></b>	<b>Finally, the Board can email the Spreadsheet to the teacher on request prior to the date of the examination so that it can be made available to the candidates on the day of the examination.</b>

**The following Spreadsheet is required on the day of the examination.  
Please key in as presented below.**

Accountancy Certification Ireland			
Stage 1			
Examination Results March 2012			
Candidates	Taxation 1	Auditing 1	Accounts 1
B Boyce	57	51	35
L Carey	61	60	58
M O'Brien	19	12	21
T Long	57	37	66
R Connolly	41	40	43
G Gunning	60	65	68
S Murphy	30	50	50
N Kelly	66	61	69
Name			
Date			

**LEVEL:**

**INTERMEDIATE**

**Ref: SSI/312**

**TIME ALLOWED:**

**50 MINUTES**

1. This examination consists of one task but requires two printouts.
2. Candidates are required to print out both the completed spreadsheet and the cell formulae related to the task.
3. Please insert your name and today's date where indicated on the spreadsheet.

**A spreadsheet should now be available to you. Your supervisor/teacher will explain to you where the spreadsheet can be obtained.**

**The spreadsheet represents the detailed results of candidates sitting accountancy examinations (Stages 1 and 2) for Accountancy Certification Ireland.**

- Insert a new column for Accounts 2 with the following marks for the candidates as listed: 47; 50; 24; 61; 48; 68; 43 and 70.
- Insert a row for D Manning (an additional student) with the results: 51; 60; 62 and 50.
- B Boyce got 45 for Accounts 1 and T Long got 41 for Auditing 1.  
S Murphy achieved 48 in her Taxation 1 exam.
- Insert a column for 'Total Stage 1' and complete.
- Insert a column for 'Overall % Mark' and complete. Each exam is marked out of 100.
- Insert a column for 'Result 1'.

Complete this column taking the following into consideration:

Insert 'F' to represent Fail for those candidates who obtained less than 50%.

Insert 'P' to represent Pass for those candidates who obtained 50% or greater

Insert 'D' to represent Distinction for those candidates who obtained 65% or greater.

**Please Note: only candidates who achieve Pass or greater are allowed to proceed and sit the examinations at Stage 2 level.**

- The following are the results for those who have qualified to take the Stage 2 exams.

Insert the additional columns to include these results.

Examination Results March 2013				
Candidates	Taxation 2	Auditing 2	Financial Reporting	Case Study
B Boyce	54	51	46	49
L Carey	56	53	58	57
T Long	70	41	67	50
G. Gunning	65	65	65	59
N Kelly	70	68	71	71
D Manning	55	52	58	59

- Insert a column for 'Total Stage 2' and complete.
- Insert a column for 'Overall % Mark' and complete for these Stage 2 exams.
- Insert a column for 'Result 2' and complete on the same basis as the 'Result 1' column.
- Insert a row for 'Total' and complete for Stage 1 and Stage 2 exam subjects only.
- Insert a row for 'Average Mark per candidate' and complete.  
Format this row to the nearest whole number.
- Insert a graph showing the results for those candidates who sat Stage 2 of the examination showing their total marks from all four subjects in Stage 2.

The X axis should show the candidates and the Y axis their total marks. Please ensure that the graph has a suitable heading.

- Centre the main heading over the entire spreadsheet and embolden.
- Leave two clear rows after the main heading.
- Embolden the column headings.
- Embolden the names of the candidates who sat for Stage 2 exams only.
- Insert a footer with the name of your school and the reference number of the exam.

**Complete and print the spreadsheet with these changes.**

**Print the cell formulae used.**