

Information Technology

Theme: 4.2 – Excel – Lookup Functions

We want to build a salary table for October 2015, for a given company, according to the presented structure. We also need a statistical table of Fig.3.

The assumptions for the calculations are in Fig. 1 and Fig. 2.

1. The base salary is calculated based on the employee category of Fig. 1:

Category salary	
Catgeg	Base Salary
A	1.500 €
B	1.200 €
C	1.000 €

Fig. 1 – Category base salaries

2. The seniority bonus is calculated considering 1% of the base salary for each complete year in the company.
3. The lunch allowance is 3,5€ per day but the absent days will have to be deducted.
4. The Social Security tax and IRS are calculated from the base salary plus the seniority bonus.

The model for the salary monthly table is presented in Fig. 2 and is available from the Excel file 4_3_Base


 <h1>Salary Monthly Sheet</h1>											
Outubro-12											
No.	Name	Hiring Date	Catgeg	Base Salary	absent days	lunch allowance	seniority bonus	gross salary	Social Security	IRS	Net Salary
1	João Dias	01-08-1991	A								
2	Carlos Sousa	01-08-1991	B								
3	Ana Meirelas	01-08-1971	C								
4	Cipriano Marques	01-08-1991	B		2						
5	Luisa Dias	01-08-1991	C		3						
6	Mariana Santos	01-08-1991	B								
7	António Vasques	28-01-1989	A		4						
8	Mário Mendes	29-05-1987	C								
9	Sara Tomás	30-05-1987	B		2						
10	Marco Abrantes	31-05-1987	A								
11	Cristina Dias	02-07-1987	B		1						
12	Rómulo Carvalho	03-03-1988	C								
13	Sérgio Torres	03-06-2002	B								
14	Cândida Dias	04-06-2007	A		6						
15	Xavier Lima	05-06-2007	B								
16	Márcio Fernandes	06-06-1987	C		12						
17	Ricardo Reis	07-06-1996	B								
18	Vanda Dias	09-03-1988	C		1						
19	Viriato Luz	19-03-1988	A								

Fig. 2 – Model for the salary sheet

Statistical Map				
	Cathegories			
	Total	A	B	C
Number of Employees				
Total Net Salaries				
Average Net Salaries				

Fig. 3 – Statistical Map