Open Assignment 2 Excel work file.xlsx, complete the Student sheet, select Sheet1 and perform the following tasks (when entering text use capital letters and spelling as shown):

1. Enter the value *5250* into cell C5
2. Change the contents of cell A4 to *Income items*
3. Save the file you are working in using your *student number* as file name
4. Change the zoom factor to *100%*
5. Insert a new row between row 51 and row 52 on *Sheet1*
6. Change the formula in cell B40 to a formula with an absolute reference
7. Change the width of column A to 20
8. Change the name of the worksheet named *Sheet2* to *Data.* **Remember to save your work regularly.**
9. Move the sheet named *Sheet4* to after the sheet named *Sheet3*
10. Return to the sheet named *Sheet1*. Enter a formula in cell B19 to multiply the value in cell B17 with the value in cell B18
11. Enter a formula in cell B15 that subtracts the value in cell B14 from the value in cell B7
12. Enter a **formula** in cell C14 that makes use of a *function* to add the expense items for May together
13. Use the If function in cell C19 to display the word *Good* if the value in cell B19 is greater or equal to 10000 and the word *Bad* if the value is below 10000
14. Format cell B15 in the currency or accounting format
15. Change the font size of the font used in cell A1 to 12 point
16. Double underline the text in cell B3. **Remember to save your work regularly.**
17. Apply any fill to cell E3
18. Merge cells B23 to D23 and center the contents
19. Add the following title to the graph – *Income per month*
20. Apply any fill to the first data series displayed in the chart
21. Change the chart type to a *Line with Markers* chart
22. Change the orientation of the sheet named *Sheet1* to Landscape
23. Insert the word Confidential in the middle section of the header
24. Set the print area from cell A1 to cell D15
25. Check the cells from A1 to E30 of sheet named *Sheet1* in current workbook for any errors and correct the errors. **Remember to save your work.**