

## MGMT 345 Assignment 3

### Excel Investment Portfolio Project: Part I

Due by 11:59 p.m., 5 October 2006

*You must store the data in a Microsoft Excel workbook (.XLS) and submit the workbook file through the lab's website prior to midnight, 5 October. Format the workbook in a pleasant manner.*

**Directions:** From the Assignments tab on the Lab's website, download and open the **Mutual Funds** file. Make what you think is the best initial investment, knowing that you may switch to another fund later. You must select at least 4 funds from the provided list and all initial investments and any switching must be taken from the Funds list.

You may search the Internet to investigate the funds you wish to select for your assignment. Remember you should select funds that you think will maximize your returns by 16 November 2006. You only have a little under 2 months to achieve your goal.

Data for each fund will be input into a worksheet of its own. Name the tab of each worksheet with the ticker symbol and include the name of the fund at the top of each worksheet. Create 4 columns which will contain the following information for each fund you are tracking: Date, Net Asset Value (NAV), Shares Owned, and calculation for the Total Value. You should have at least 4 days of data input for each of the funds. Format the worksheets in an attractive manner (include clipart or other graphics for additional credit). Place your name and section number in the header or footer of at least one worksheet. You will begin with an initial investment of \$100,000 which will be used to purchase your shares in the available funds (the total investment in all 4 of your funds will need to be about \$100K and you may purchase fractional shares to reach the \$100,000 mark).

The top performer in each section will receive a bonus at the end of the semester.