MGMT 345 Assignment 5

Excel Project Maximize Investment Schedule: Part III

Due by 11:59 p.m., 16 November 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, 16 November.

Directions: Using the Excel worksheet you submitted for Assignment 4, you will be adding some additional features to enable modifications to the fund portfolio. You should have data input at least up through November 13 for this assignment and data for all funds and all dates displayed in your charts.

1. Fix all of the errors, if any, from Part II of the Excel project.

2. Create a new column and name it "Dividends"

    a. Place this column next to the "Value" column

    b. Format the column as currency

    c. Enter the amount of the dividend received – if no dividend is received on that date, enter $0.00 for the dividend amount.

3. Create a new column and name it "Dividend Value"

    a. Place this column next to the "Dividends" column

    b. Format the column as currency

    c. To arrive at the monetary value of the dividend, use a formula to multiply the Dividend paid on that day by the Shares Owned on the previous day.

    d. You will be re-investing the dividends in the same fund that produced them. To determine the new number of shares of the fund you own, create a formula in the Shares Owned column starting on the 2nd day of your records. This formula will calculate the number of shares purchased by dividing the Dividend Value on that day by the Net Asset Value on that day and then adding the previous days Shares Owned.

4. On 1 November, you received an additional $10,000 to invest. To ensure that your portfolio remains diversified, you must purchase shares of a fund you do not already have in your portfolio. You will consequently need to add another worksheet that is formatted similarly to the other fund worksheets in your workbook to track this fund. Make sure that you account for the days prior to your purchase of this fund on the worksheet. You will also need to add this fund to each of the charts you had previously created (make sure that the lines representing the funds all terminate on the correct day).

5. Create a PivotTable report which will include the data from all of your fund worksheets. Modify the format of the PivotTable so that it only displays the Total Value, Net Gain/Loss, and Dividend Value columns of your data and group the dates by the week (7 days).

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