

## MGMT 345 Assignment 3

### Excel Project Maximize Investment Schedule: Part I

Due by 11:59 p.m., 2 March 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, 2 March. 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 2 May 2006. You only have a little over 2 months to achieve your goal.

Design the worksheets in an EXCEL workbook that will contain the daily Net Asset Values (NAVs) for your various funds. Each fund will need 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, NAV, Shares Owned, and Total Value. Format the worksheets in an attractive manner (include clipart or other graphics for additional credit). You will begin with an initial investment of \$100,000 which will be used to purchase your shares in the available funds (you may purchase fractional shares to reach the \$100,000).

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