

EXCEL ASSIGNMENT #2 - PERFORMING FINANCIAL ANALYSIS IN EXCEL

Instructions for Completion of Assignment:

Prepare and adjust a trial balance, income statement, statement of retained earnings, and balance sheet for Porter Company and PaleAle Inc as of December 31, 2017, and perform financial analysis using the information on the

Working together with others in the class is encouraged, though each person must submit their own work.

The trial balance should be completed in the green section. There are exactly enough lines highlighted in green.

The income statement should be completed in the yellow section. There are exactly enough lines highlighted in that section.

The statement of retained earnings should be completed in the grey section. There are exactly enough lines highlighted in that section.

The balance sheet should be completed in the blue section. There are exactly enough lines highlighted in that section.

All work must be shown on the worksheet "Portor Co vs PaleAle Inc" only.

All numbers must be formatted with commas and no decimals.

All numbers must be in numeric format, not in text format. Dollar signs are not required on reports.

All cells must be the proper width so the content is completely visible.

Cell height and font size may not be changed.

All totals, subtotals, and calculations must be populated with a formula and not with hard coded amounts.

The title section of each report or financial statement must have merged cells so that each line is one cell for each report or statement.

Include line titles and proper and consistent formatting of text and numbers throughout the reports (formatting = font, font size, font color, background color, justification, etc).

Do not put any blank lines anywhere within the reports or financial statements.

All totals and subtotals must have total lines where appropriate.

The only bolded font that should be used is in the titles and the titles of the two main sections of the balance sheet.

Instructions for Turning In Assignment:

Assignment must be turned in on Canvas in Excel format.

Instructions for Assignment #2:

Open your spreadsheet that you turned in for Excel Project #1, make sure that all amounts and labels in Excel Project #1 are completely correct.

The totals of the formulas in Excel Project #1 should be as follows:

Cell	Amount
J16	193,910
N11	759,770
Q19 & S19	2,214,080
S14	1,352,950