

Apples	12
Bananas	4
Bread Loaves	3
Carrots	18
Eggs Boxes of 6	10
Milk 2Lts	6
Pasta 500 g	22
Potatoes	30

		Bread	
Low Items	3	Loaves	(= Min format)
Highest	30	Potatoes	(=Max)
Order Soon	Bananas is running low, Bread loaves, Milk 2lts		

1. I used to excel because I wanted to use the function Min and Max which we learnt in class. I could have used PowerPoint however the cells on PPT are not formatted, Excel is an excellent tool for me to apply the functions of Excel which is already formatted
2. Information I used is from the brief, which I found in DS2 such as items available and items minimum and maximum and need to reorder
3. 1st step I opened a workbook, using a worksheet, I typed the work with the data set provided
2nd step is I used filter function
3rd Step I used tools and functions such as Min, Max and Filter
4th I copied the page and pasted the page to write my reflection
4. I did not make any major changes; I simply copied and pasted the information provided to me on the brief
5. Nishi told me that I should use tools and techniques that I am familiar with however as I believe my weakness is EXCEL, I used the function so that I can learn and do better in the future
6. I would like to say this artefact helps the Café owner to see the which products makes the most money it is also shows how to excel can analyse sales data used to organise and help business make better decision. I use excel charts and calculations, the owner can easily compare the performance of different menu items and understand customer buying trends, this information supports better business decisions,
Such as which products to promote, restocks or improve.
Overall, excel makes my assessment easier to analyse results, organise data and increase the café's profitability.