

Complete Payroll Practical Assignment (Excel)

 Question Title:

Employee Payroll System with Real-Time Calculation (10 Employees Data Included)

 **Step 1: Excel Me Ye Table Create Kare**

Emp ID Name Basic Salary HRA % DA % PF % ESI % OT Hours OT Rate

 **Step 2: Niche Diya Gaya Data Enter Kare (10 Employees)**

Emp ID Name Basic Salary HRA % DA % PF % ESI % OT Hours OT Rate

101	Amit	18000	20%	10%	12%	0.75%	8	100
102	Neha	22000	20%	10%	12%	0.75%	12	120
103	Rahul	15000	20%	10%	12%	0.75%	5	90
104	Priya	25000	20%	10%	12%	0.75%	15	150
105	Suresh	12000	20%	10%	12%	0.75%	6	80
106	Pooja	30000	20%	10%	12%	0.75%	10	140
107	Rakesh	17000	20%	10%	12%	0.75%	9	110
108	Kavita	21000	20%	10%	12%	0.75%	11	130
109	Mohan	14000	20%	10%	12%	0.75%	7	95
110	Anjali	26000	20%	10%	12%	0.75%	13	160

 **Step 3: New Columns Add Kare (Calculation Ke Liye)**

| HRA Amt | DA Amt | Bonus | OT Amt | Gross Salary | PF Amt | ESI Amt | Total Deduction |
Net Salary |

Step 4: Formulas Apply Kare

✓ HRA Amount

= Basic Salary × HRA %

✓ DA Amount

= Basic Salary × DA %

✓ OT Amount

= OT Hours × OT Rate

✓ Bonus (IF Condition)

=IF(Basic>=20000,2000,1000)

✓ Extra Rule (Advanced)

👉 Agar OT Hours > 10 ho to ₹1000 extra add kare:

=IF(OT Hours>10,1000,0)

👉 Isko Bonus me add kar sakte hain

✓ Gross Salary

= Basic + HRA + DA + Bonus + OT

✓ PF Amount

= Basic × 12%

✓ ESI Amount

= Gross × 0.75%

✓ Total Deduction

= PF + ESI

✓ Net Salary

= Gross – Total Deduction

Step 5: Advanced Excel Practice

✓ Conditional Formatting

- Net Salary < 15000 → Red

✓ Sort

- Highest Net Salary

✓ Filter

- Salary > 20000

✓ Data Validation

- OT Hours ≤ 50

✓ Pivot Table

- Total Salary Summary
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Real Learning Outcome

Is assignment se student seekhega:

✓ Real Payroll System


✓ IF Formula

✓ Percentage Calculation

✓ Logical Thinking

✓ Excel Tools (Sort, Filter, Pivot)

Bonus Task (Pro Level)

 Student Task:

- Salary Slip Design kare
 - Dashboard banaye (Total, Avg, Highest Salary)
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