

Spreadsheet Assignments: Employee Pay Roll

Create a spreadsheet that will calculate the Employee Weekly Payroll for your pretend restaurant.

Include the following information in your spreadsheet: Employee's Name, Rate per hour, Hrs. worked for: Mon., Tue., Wed., Thur., Fri., Sat., Sun., individual total Hrs., Gross Pay, Taxes, and Net Pay. Have it also calculate the daily total hrs. worked, the total hours worked by all employees for the week, and the total Net pay for all employees.

- Have a minimum of 15 employees.
- Change the width of the columns to fit the data only.
- Do the Labels in bold.
- For this example assume that taxes are 28% of gross pay.
- To calculate the Net Pay subtract the taxes from the gross pay.
- Don't forget to format the numbers correctly, example: Rate/Hr: currency.
- Create a header with the name of your restaurant and the words Pay Roll.
- Create a footer with your name.
- Preview it then Print it.