**IP 10 – Excel Bank Statement**

-You will be required to make a bank statement for your account. This will allow you to keep track of your account balance. Your statement must include the following:

-Your name in cell A1 then “Merge” A1 to C1 then bold and increase font size

-Fill out a table using below examples

-Fill in the table with your own **10 expenses** (Reminder: Debit – and Credit + )

-In the end total your debit and credit columns

-For the total balance in E14 subtract D14 from C14

- Use the appropriate formula to calculate your balances and totals.

- create a line chart displaying the balance column of your account.

|  |  |  |
| --- | --- | --- |
| ***YOUR NAME* Bank Statement** |  |  |
|  |  |  |  |  |
| Item # | Item Description | Debit | Credit | Balance |
| 1 | pay cheque |  | $400.00 | $400.00 |
| 2 | cell bill | $80.00 |  | $320.00 |
| 3 | car payment | $350.00 |  |  |
| 4 | rent payment | $300.00 |  |  |
| 5 | pay cheque |  | $400.00 |  |
| 6 |  |  |  |  |
| 7 |  |  |  |  |
| 8 |  |  |  |  |
| 9 |  |  |  |  |
| 10 |  |  |  |  |
|  | Total | $730.00 | $800.00 |  |
|  |  |  |  |  |