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| **Memorandum** | E:\Users\bergg\Documents\My Templates\Word\Accountancy\Accountancy\Accountancy_color_h.png |

To: 4320 Students

From: Gary G. Berg

Date: September 10, 2024

Re: Assignment 1 – Amortization Schedule

* This assignment is Lab 1-3 with indicated modifications
	+ **Note: You are submitting your solution file, you are not submitting screen captures**
* Download the modified template shell that has been created for the assignment
	+ **Failure to download and use this file will result in a grade of ZERO**
* **Master the data**
	+ Modifications to the lab
		- Input Modifications
			* Car Loan
				+ $40,000
				+ 5 years
				+ Annual interest rate 6%
			* Monthly Interest Rate(rate) should be a calculated field
				+ **Use Cell references, no hard code**
			* Total Number of pmt periods (nper) should be a calculated field
				+ **Use Cell references, no hard code**
		- Three additional fields have been created
		- **Some formulas will need to be added and/or changed**
		- **For the first three payments, include an extra payment of $100**
	+ **All calculated fields(formulas) should use 100% cell references, no hard code. Any calculated field(formula) not using 100% cell references will be considered wrong.**
1. Submit the completed Excel file via the D2L dropbox. **(You are not submitting screenshots)**
	1. Files submitted to the wrong dropbox will receive a **grade of 0**
	2. **Failure to follow directions will result in a grade of ZERO**
2. **Additional Note: Make sure you submit the Excel file and not the temp file that is created when you are in Excel.**
	1. **The temp file is erased when you exit an Excel, but there may be a delay before that happens.**
	2. **The Temp file size is only 1 KB**
	3. **It is your responsibility to make sure that you upload the correct file. Failure to do so will result in a grade of zero**
3. This is **not a** group assignment. Students should work independently.
	1. **Copying/plagiarism** will result in a **grade of 0** for all parties involved.
4. **Due on 09-15-2024, 11:30 p.m.**
5. **Remember, file must be virus free**. (**Any assignment received containing a Virus receives a grade of 0)**