You are the primary loan manager for Hamilton Heights Auto Sales, an auto sales company located in Missouri. In order to most efficiently manage the auto loans your company finances, you have decided to create a spreadsheet to perform several calculations. You will insert the current date, calculate down payment and interest rates based on credit score, calculate periodic payment amounts, and complete the project with basic summary information. Refer to Figure 2.29 as you complete this exercise.

**FIGURE 2.29 Hamilton Heights Auto Sales**

- Open e02p1AutoSales and save it as e02p1AutoSales_LastFirst.
- Click cell B2, click the Formulas tab, click Date & Time in the Function Library group, select NOW, and then click OK to enter today's date in the cell.
- Click cell D5 on the Formulas tab, click Logical in the Function Library group, and select IF.
- Type C5<=$E5$14 in the Logical_test box, type $DS14$B5 in the Value_if_true box, type 0 in the Value_if_false box, and then click OK.
  This uses the IF function to calculate the required down payment based on credit score. If the customer has a credit score higher than 750 a down payment is not required. All clients with credits scores lower than 750 must pay a required 10% down payment in advance.
- Use the fill handle to copy the contents of cell D5 down the column, click Auto Fill Options to the lower-right of the copied cells, and then click Fill Without Formatting to ensure that the Bottom Double border remains applied to cell D10.
- Calculate the Amount Financed by doing the following:
  - Click cell E5 and type =$B5-D5.
  - Use cell E5's fill handle to copy the function down the column.
  - Apply Bottom Double border to cell E10.
- Calculate the Rate by doing the following:
  - Click cell F5, Click Lookup & Reference in the Function Library group and select VLOOKUP.
  - Type C5 in the Lookup_value box, type $SAS14$B5 in the Table_array box, type 2 in the Col_index_num box, and then click OK.
  - Double-click cell F5's fill handle to copy the function down the column.
  - Click Auto Fill Options, and click Fill Without Formatting.