# Practice Projects

In order to cement your Excel 2016 Expert skills, here are suggestions for projects.

1. Create a template using your brand.
   * Create styles, colors, fonts and custom number formats
   * Define areas with conditional formatting rules
   * Add Data validation rules
   * Add content controls, including a button that runs a macro
   * Save the item as a xltx file in the templates folder.
2. Using the sample Northwind Access database, practice getting and transforming data.
   * Connect to the data
   * Use the Navigator to select a table
   * Use the Query Editor to make changes to the data
   * Load it to a workbook
3. Review the sample files
   * Look for and create named ranges
   * Practice various functions, including AND, OR, NOT, SUMIFS, AVERAGEIFS, COUNTIFS, VLOOKUP, HLOOKUP, MATCH, INDEX, NOW, TODAY and GETPIVOTDATA
   * Practice What If analysis, consolidating data and options for troubleshooting formulas
   * Practice creating and working with PivotTables and PivotCharts

Good luck on your expert-level Excel skills!