

| | A | B | C | D | E | F | G | H | I | J | K | L | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 弁当販売数一覧(3個以上購入で合計の1の位(1円部分)切り捨て) | | | | | | 弁当一覧 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | <table border="1"> <thead> <tr> <th>日付</th> <th>品番</th> <th>品名</th> <th>単価</th> <th>数量</th> <th>合計</th> </tr> </thead> <tbody> <tr> <td>5月1日</td> <td>101</td> <td></td> <td></td> <td>7</td> <td></td> </tr> <tr> <td>5月8日</td> <td>104</td> <td></td> <td></td> <td>2</td> <td></td> </tr> <tr> <td>5月10日</td> <td>103</td> <td></td> <td></td> <td>9</td> <td></td> </tr> <tr> <td>5月20日</td> <td>102</td> <td></td> <td></td> <td>1</td> <td></td> </tr> <tr> <td>5月21日</td> <td>104</td> <td></td> <td></td> <td>9</td> <td></td> </tr> <tr> <td>5月23日</td> <td>105</td> <td></td> <td></td> <td>3</td> <td></td> </tr> <tr> <td>5月25日</td> <td>101</td> <td></td> <td></td> <td>1</td> <td></td> </tr> <tr> <td>5月30日</td> <td>105</td> <td></td> <td></td> <td>5</td> <td></td> </tr> <tr> <td colspan="4"></td> <td>計</td> <td></td> <td></td> </tr> </tbody> </table> | | | | | | 日付 | 品番 | 品名 | 単価 | 数量 | 合計 | 5月1日 | 101 | | | 7 | | 5月8日 | 104 | | | 2 | | 5月10日 | 103 | | | 9 | | 5月20日 | 102 | | | 1 | | 5月21日 | 104 | | | 9 | | 5月23日 | 105 | | | 3 | | 5月25日 | 101 | | | 1 | | 5月30日 | 105 | | | 5 | | | | | | 計 | | | <table border="1"> <thead> <tr> <th>品番</th> <th>品名</th> <th>単価</th> </tr> </thead> <tbody> <tr> <td>100</td> <td>唐揚げ</td> <td>481</td> </tr> <tr> <td>101</td> <td>カレー</td> <td>462</td> </tr> <tr> <td>102</td> <td>焼きそば</td> <td>452</td> </tr> <tr> <td>103</td> <td>幕ノ内</td> <td>528</td> </tr> <tr> <td>104</td> <td>のり弁</td> <td>424</td> </tr> <tr> <td>105</td> <td>牛丼</td> <td>553</td> </tr> </tbody> </table> | | | | | | 品番 | 品名 | 単価 | 100 | 唐揚げ | 481 | 101 | カレー | 462 | 102 | 焼きそば | 452 | 103 | 幕ノ内 | 528 | 104 | のり弁 | 424 | 105 | 牛丼 | 553 |
| 日付 | 品番 | 品名 | 単価 | 数量 | 合計 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月1日 | 101 | | | 7 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月8日 | 104 | | | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月10日 | 103 | | | 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月20日 | 102 | | | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月21日 | 104 | | | 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月23日 | 105 | | | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月25日 | 101 | | | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月30日 | 105 | | | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 品番 | 品名 | 単価 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 100 | 唐揚げ | 481 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101 | カレー | 462 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 102 | 焼きそば | 452 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 103 | 幕ノ内 | 528 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 104 | のり弁 | 424 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 105 | 牛丼 | 553 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

上記の表を作成しましょう

上記の表に文字の配置を設定しましょう(罫線の格子はここでつけてOK)

下記の設問を関数を用いて作りましょう

| 設定範囲 | 指示内容 |
|--------|----------------------|
| D4:D11 | 品番を元に、商品一覧から適切な品名を表示 |
| E4:E11 | 品番を元に、商品一覧から適切な単価を表示 |

計算式を用いて合計を求めましょう

| 設定範囲 | 指示内容 |
|---------|--|
| G4:G11 | 数量が3個以上の場合、単価と数量で求められる合計の「1の位」を切り捨てた値を表示 |
| | 上記以外 単価と数量で求められる合計 |
| F12:G12 | 項目の合計 |

下記の場所の書式(小数点や桁区切り等)や修正をしましょう

| 設定範囲 | 指示内容 |
|--------|--------------|
| 3行目 | 行の高さを「30」に変更 |
| G4:G12 | 桁区切りスタイル |

表に罫線を設定しましょう

「25-1」の名前でドキュメントに保存しましょう

| | A | B | C | D | E | F | G | H | I | J | K | L | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 2 | 弁当販売数一覧(3個以上購入で合計の1の位(1円部分)切り捨て) | | | | | | 弁当一覧 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 日付 | 品番 | 品名 | 単価 | 数量 | 合計 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月1日 | 101 | カレー | 462 | 7 | 3230 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月8日 | 104 | のり弁 | 424 | 2 | 848 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月10日 | 103 | 幕ノ内 | 528 | 9 | 4750 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月20日 | 102 | 焼きそば | 452 | 1 | 452 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月21日 | 104 | のり弁 | 424 | 9 | 3810 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月23日 | 105 | 牛丼 | 553 | 3 | 1650 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月25日 | 101 | カレー | 462 | 1 | 462 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5月30日 | 105 | 牛丼 | 553 | 5 | 2760 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 計 | 37 | 17962 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 品番 | 品名 | 単価 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 100 | 唐揚げ | 481 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 101 | カレー | 462 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 102 | 焼きそば | 452 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 103 | 幕ノ内 | 528 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 104 | のり弁 | 424 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 105 | 牛丼 | 553 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | A | B | C | D | E | F |
|----|----------------------------------|-----|-------------------------------------|---|-------------------------------------|--------------|
| 1 | ※ここは数式を見るためのもので、列幅・高さは無視されています。 | | | | | |
| 2 | 弁当販売数一覧(3個以上購入で合計の1の位(1円部分)切り捨て) | | | | | |
| 3 | 日付 | 品番 | 品名 | | 単価 | 数量 |
| 4 | 44682 | 101 | =VLOOKUP(C4,\$I\$4:\$K\$9,2,FALSE) | | =VLOOKUP(C4,\$I\$4:\$K\$9,3,FALSE) | 7 |
| 5 | 44689 | 104 | =VLOOKUP(C5,\$I\$4:\$K\$9,2,FALSE) | | =VLOOKUP(C5,\$I\$4:\$K\$9,3,FALSE) | 2 |
| 6 | 44691 | 103 | =VLOOKUP(C6,\$I\$4:\$K\$9,2,FALSE) | | =VLOOKUP(C6,\$I\$4:\$K\$9,3,FALSE) | 9 |
| 7 | 44701 | 102 | =VLOOKUP(C7,\$I\$4:\$K\$9,2,FALSE) | | =VLOOKUP(C7,\$I\$4:\$K\$9,3,FALSE) | 1 |
| 8 | 44702 | 104 | =VLOOKUP(C8,\$I\$4:\$K\$9,2,FALSE) | | =VLOOKUP(C8,\$I\$4:\$K\$9,3,FALSE) | 9 |
| 9 | 44704 | 105 | =VLOOKUP(C9,\$I\$4:\$K\$9,2,FALSE) | | =VLOOKUP(C9,\$I\$4:\$K\$9,3,FALSE) | 3 |
| 10 | 44706 | 101 | =VLOOKUP(C10,\$I\$4:\$K\$9,2,FALSE) | | =VLOOKUP(C10,\$I\$4:\$K\$9,3,FALSE) | 1 |
| 11 | 44711 | 105 | =VLOOKUP(C11,\$I\$4:\$K\$9,2,FALSE) | | =VLOOKUP(C11,\$I\$4:\$K\$9,3,FALSE) | 5 |
| 12 | | | | | 計 | =SUM(F4:F11) |

| | G | H | I | J | K | | | | | | | | | | | | | | | | | | | | | |
|-----|---|--|---|---|---|----|----|----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|----|-----|
| 1 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 合計 | 弁当一覧 | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | =IF(F4>=3,ROUNDDOWN(E4*F4,-1),F4*E4) | <table border="1"> <thead> <tr> <th>品番</th> <th>品名</th> <th>単価</th> </tr> </thead> <tbody> <tr> <td>100</td> <td>唐揚げ</td> <td>481</td> </tr> <tr> <td>101</td> <td>カレー</td> <td>462</td> </tr> <tr> <td>102</td> <td>焼きそば</td> <td>452</td> </tr> <tr> <td>103</td> <td>幕ノ内</td> <td>528</td> </tr> <tr> <td>104</td> <td>のり弁</td> <td>424</td> </tr> <tr> <td>105</td> <td>牛丼</td> <td>553</td> </tr> </tbody> </table> | | | | 品番 | 品名 | 単価 | 100 | 唐揚げ | 481 | 101 | カレー | 462 | 102 | 焼きそば | 452 | 103 | 幕ノ内 | 528 | 104 | のり弁 | 424 | 105 | 牛丼 | 553 |
| 品番 | 品名 | 単価 | | | | | | | | | | | | | | | | | | | | | | | | |
| 100 | 唐揚げ | 481 | | | | | | | | | | | | | | | | | | | | | | | | |
| 101 | カレー | 462 | | | | | | | | | | | | | | | | | | | | | | | | |
| 102 | 焼きそば | 452 | | | | | | | | | | | | | | | | | | | | | | | | |
| 103 | 幕ノ内 | 528 | | | | | | | | | | | | | | | | | | | | | | | | |
| 104 | のり弁 | 424 | | | | | | | | | | | | | | | | | | | | | | | | |
| 105 | 牛丼 | 553 | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | =IF(F5>=3,ROUNDDOWN(E5*F5,-1),F5*E5) | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | =IF(F6>=3,ROUNDDOWN(E6*F6,-1),F6*E6) | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | =IF(F7>=3,ROUNDDOWN(E7*F7,-1),F7*E7) | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | =IF(F8>=3,ROUNDDOWN(E8*F8,-1),F8*E8) | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | =IF(F9>=3,ROUNDDOWN(E9*F9,-1),F9*E9) | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | =IF(F10>=3,ROUNDDOWN(E10*F10,-1),F10*E10) | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | =IF(F11>=3,ROUNDDOWN(E11*F11,-1),F11*E11) | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | =SUM(G4:G11) | | | | | | | | | | | | | | | | | | | | | | | | | |