

EXCEL WORKSHOP I: INTRODUCTION TO EXCEL

With Applications from Ratemaking

IF(logical_test, [value_if_true], [value_if_false])

	A	B	C
1		Formula	Output
2	100	=IF(A2>73,"Pass", "Fail")	Pass
3	80	=IF(A3>73,"Pass", "Fail")	Pass
4	60	=IF(A4>73,"Pass", "Fail")	Fail
5	40	=IF(A5>73,"Pass", "Fail")	Fail
6	20	=IF(A6>73,"Pass", "Fail")	Fail

- If **[value_if_true]** or **[value_if_false]** are not given, they default to TRUE and FALSE
- If **logical_test** is true, output is **[value_if_true]**
- If **logical_test** is false, output is **[value_if_false]**
- IF statements can be nested

Relative Cell References:

Suppose we copy the formula in cell A1 and paste it in cell B3.

	A	B	C	D	E
1	=D3				
2					
3		=E5			
4					
5					

Absolute Cell References:

Suppose we copy the formula in cell A1 and paste it in cell B3.

The image shows an Excel spreadsheet with columns A through E and rows 1 through 5. Cell A1 contains the formula `=D$3`. A dashed green border highlights cell A1. A solid green border highlights cell B3, which also contains the formula `=D$3`. A black arrow starts from the right side of cell A1, moves horizontally to the right, then vertically down to row 3, and finally horizontally to the right into cell B3, illustrating the copy-paste action.

	A	B	C	D	E
1	=D\$3				
2					
3		=D\$3			
4					
5					

Mixed Cell References:

Suppose we copy the formula in cell A1 and paste it in cell B3.

	A	B	C	D	E
1	=D\$3				
2					
3		=E\$3			
4					
5					

Here, the black arrow does not indicate a relative shift, but an **absolute** shift to row 3.

Mixed Cell References:

Suppose we copy the formula in cell A1 and paste it in cell B3.

The diagram shows an Excel spreadsheet with columns A through E and rows 1 through 5. Cell A1 contains the formula `= $D3`. A dashed green box highlights this cell. A thick black arrow points from A1 to B3, indicating the copy-paste action. Cell B3 now contains the formula `= $D5`. A gray arrow points from B3 to D3, showing that the relative part of the reference (the row number 3) has shifted. Two orange arrows point from D3 to D5 and from D5 to D7, showing that the absolute part of the reference (the column letter D) remains constant. The cells D3, D5, and D7 are highlighted with black boxes.

	A	B	C	D	E
1	= \$D3				
2					
3		= \$D5			
4					
5					

Here, the black/gray arrows do not indicate relative shifts, but **absolute** shifts to column D.

SUM(number1, [number2], ...)
PRODUCT(number1, [number2], ...)

	A	B	C	D
1	1		Formula	Output
2	2		=SUM(A1,A2,A3,A4,A5)	15
3	3		=SUM(A1:A5)	15
4	4		=PRODUCT(A1:A3, A5)	30
5	5			
6				

- Each of the **numbers** can be either a reference to a single cell or to a range

VLOOKUP(lookup_value, table_array, col_index_num, [range_lookup])

- Looks for **lookup_value** in the first column of **table_array**
- Returns the value in the column number indicated by **col_index_num**
- **[range_lookup]**: Default is TRUE (approximate match). FALSE means you want an exact match.
 - For approximate match, data must be sorted in ascending order.

VLOOKUP(lookup_value, table_array, col_index_num, [range_lookup])

	A	B	C	D	E
1	<i>Name</i>	<i>Student ID</i>		Formula	Output
2	Joe Bruin	272577814		=VLOOKUP("Joe Bruin",\$A\$2:\$B\$4,2,FALSE)	272577814
3	John Doe	644907243		=VLOOKUP("Jane Doe",\$A\$2:\$B\$4,2,FALSE)	534763964
4	Jane Doe	534763964		=VLOOKUP("Johnny",\$A\$2:\$B\$4,2,FALSE)	#N/A

VLOOKUP(lookup_value, table_array, col_index_num, [range_lookup])

	A	B	C	D	E	F
1	<i>Percent</i>	<i>Grade</i>			Formula	Output
2	0	F		52	=VLOOKUP(D2,\$A\$2:\$B\$6,2,TRUE)	F
3	60	D		85	=VLOOKUP(D3,\$A\$2:\$B\$6,2,TRUE)	B
4	70	C		92	=VLOOKUP(D4,\$A\$2:\$B\$6,2,TRUE)	A
5	80	B		63	=VLOOKUP(D5,\$A\$2:\$B\$6,2,TRUE)	D
6	90	A		75	=VLOOKUP(D6,\$A\$2:\$B\$6,2,TRUE)	C

COUNTIF(range, criteria) SUMIF(range, criteria, [sum_range])

- COUNTIF counts all cells in **range** that satisfy **criteria**.
 - The **criteria** can be given as a value, in which case the values in **range** must be equal to that value.
 - It can also be given as a boolean expression in quotes.
- SUMIF is similar, but it sums the values in **range** instead of counting them.
 - Or, it sums across a different [**sum_range**], using the values in corresponding **range-criteria** pairs.

COUNTIF(range, criteria)
SUMIF(range, criteria, [sum_range])

	A	B	C	D
1	1		Formula	Output
2	2		=COUNTIF(\$A\$1:\$A\$7,3)	0
3	4		=COUNTIF(\$A\$1:\$A\$7,2)	1
4	8		=COUNTIF(\$A\$1:\$A\$7,">4")	4
5	16		=COUNTIF(\$A\$1:\$A\$7,"<>4")	6
6	32			
7	64			

COUNTIF(range, criteria)
 SUMIF(range, criteria, [sum_range])

	A	B	C	D	E
1	A	1		Formula	Output
2	B	2		=SUMIF(\$B\$1:\$B\$7,"<10")	15
3	C	4		=SUMIF(\$A\$1:\$A\$7,"A",\$B\$1:\$B\$7)	73
4	A	8		=SUMIF(\$A\$1:\$A\$7,"<>B",\$B\$1:\$B\$7)	109
5	B	16			
6	C	32			
7	A	64			

COUNTIFS(criteria_range1, criteria1,...)

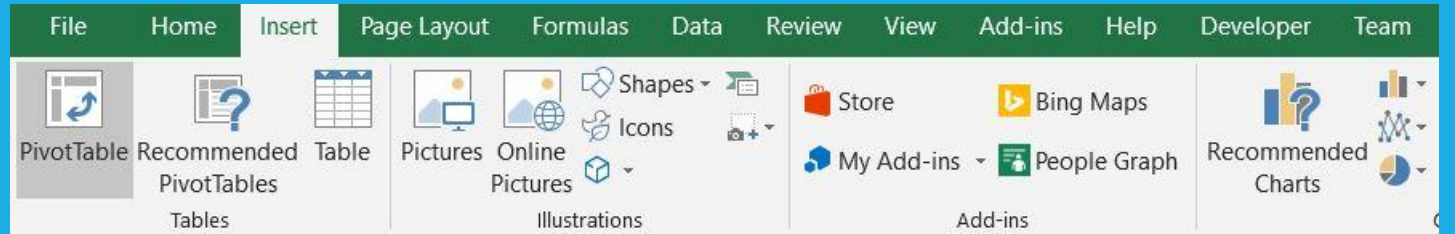
SUMIFS(sum_range, criteria_range1, criteria1,...)

- These do the same thing as COUNTIF and SUMIF, but you can specify multiple criteria.
- Note that for SUMIFS, **sum_range** comes first.

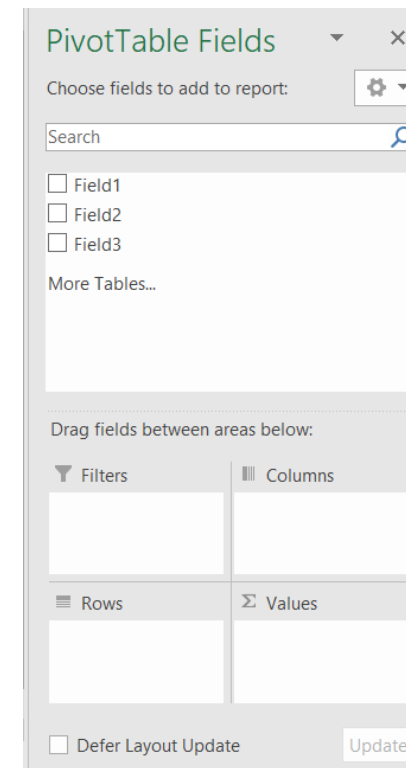
COUNTIFS(criteria_range1, criteria1,...)
SUMIFS(sum_range, criteria_range1, criteria1,...)

	A	B	C	D	E	F
1	Gender	Age	Number of Claims		Formula	Output
2	M	24	0		=SUMIFS(C2:C14,A2:A14,"F",B2:B14,">30")	1
3	M	37	1			
4	M	38	0			
5	M	31	2			
6	M	28	2			
7	F	36	0			
8	F	25	1			
9	M	60	0			
10	F	27	1			
11	F	61	0			
12	F	35	1			
13	M	32	1			
14	M	54	2			

PivotTables



- PivotTables can be used to quickly summarize data
- Click and drag different fields to “columns”, “rows”, or “values”, depending on what you want
- You can also filter data



Calculated Fields

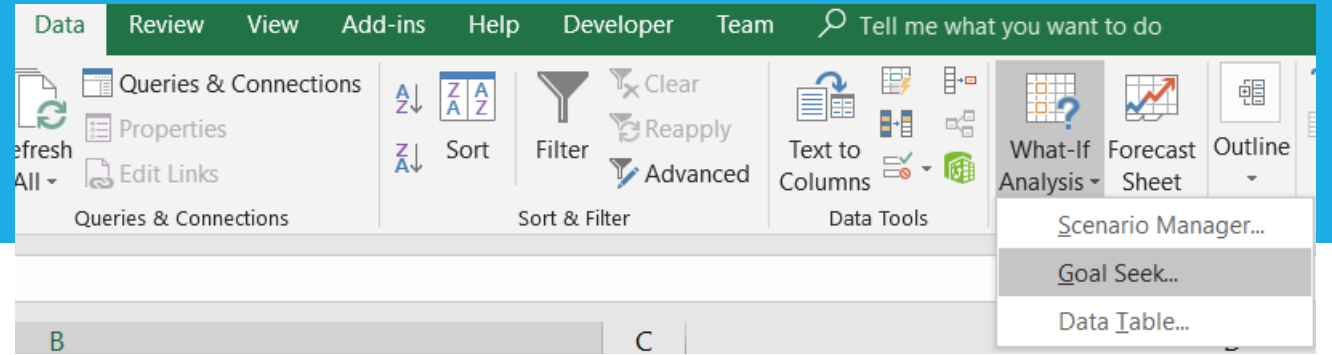
- Calculated fields are useful for aggregate-level calculations
- For example, we could look at the value of Field4 for each Field3

The screenshot shows the Microsoft Excel interface with the 'Design' tab selected. The 'Fields, Items, & Sets' task pane is open, and the 'Calculated Field...' option is selected. The 'Insert Calculated Field' dialog box is displayed, showing the following details:

- Name:** Field4
- Formula:** = SUM(Field1) / SUM(Field2)
- Fields:** Field1, Field2, Field3 (Field1 is selected)

Buttons visible in the dialog include 'Add', 'Delete', 'Insert Field', 'OK', and 'Close'.

GoalSeek



	A	B	C	D	E
1	Revenue	100			
2	Expenses	80			
3		20			
4					
5					
6					

Formula bar: B1 =B1-B2

Goal Seek

Set cell: B3

To value: 35

By changing cell: \$B\$1

OK Cancel

	A	B	C	D	E
1	Revenue	115			
2	Expenses	80			
3		35			
4					
5					
6					

Formula bar: B3 =B1-B2

Goal Seek Status

Goal Seeking with Cell B3 found a solution.

Target value: 35

Current value: 35

Step

Pause

OK Cancel

APPENDIX

Background on the problem and mathematical justification

Background

- You are a pricing actuary for Bruin Auto Liability Insurance, LLC, a Los Angeles based company insuring personal automobile casualty losses in Southern California.
- Due to limited data collected, BAL Insurance only uses two variables in their pricing algorithm: driving frequency and county. Assume these two variables are independent.
- You have been tasked with analyzing the premiums charged and claims filed to determine if the rates are adequate.

Background

- It is January 1st, 2019. Through your discussions, you discover that sufficiently many claims for a given calendar year will be reported in 3 years.
- Therefore, you have enough reliable data to analyze 2014 and 2015. However, volume of claims and policy in 2014 are fairly low.
- Thus, you are to conduct an analysis of premiums and claims for policy year 2015.
- For your convenience, the relevant policy data and claims data have been extracted from the full data tables.

Background

- Management's target loss ratio is 85%.
- Conduct an analysis of 2015 data and, based on your results, recommend an alternative rating algorithm to use in the future, if claims in 2016-2018 are similar to those in 2015.
- Backtest your new rating algorithm on data from 2014.
- Determine whether the rates you have set are feasible on the data from policy year 2014, and state the overall loss ratio on that sheet.

Adjusting the loss ratios

- For simplicity, let's only look at the relativities for **county**, though the process for driving frequency is the same.
- Specifically, let's look at Los Angeles. We decompose the premium collected from all LA policyholders into the base rate and the factor:

$$LR_{LA} = \frac{\sum \text{Claims}_{LA}}{\sum \text{Premium}_{LA}} = \frac{\sum \text{Claims}_{LA}}{\text{BaseRate} \cdot \sum \text{Factor}_{LA}}$$

- Note that we cannot simply replace Factor_{LA} with 1.20, since Factor refers to the product of county and driving frequency relativities.

Adjusting the loss ratios

- Let LR_T be the target loss ratio. Then, multiplying our previous equation by $\frac{LR_T}{LR_{LA}}$,

$$LR_{LA} \cdot \frac{LR_T}{LR_{LA}} = \frac{\sum \text{Claims}_{LA}}{\text{BaseRate} \cdot \sum \text{Factor}_{LA}} \cdot \frac{LR_T}{LR_{LA}}$$

- Or, reordering:

$$LR_T = \frac{\sum \text{Claims}_{LA}}{\text{BaseRate} \cdot \frac{LR_{LA}}{LR_T} \cdot \sum \text{Factor}_{LA}}$$

Adjusting the loss ratios

- The key difference between this equation is the additional component of $\frac{LR_{LA}}{LR_T}$.

$$LR_{LA} = \frac{\sum \text{Claims}_{LA}}{\text{BaseRate} \cdot \sum \text{Factor}_{LA}}$$
$$LR_T = \frac{\sum \text{Claims}_{LA}}{\text{BaseRate} \cdot \frac{LR_{LA}}{LR_T} \cdot \sum \text{Factor}_{LA}} = \frac{\sum \text{Claims}_{LA}}{\text{BaseRate} \cdot \sum \left(\frac{LR_{LA}}{LR_T} \cdot \text{Factor}_{LA} \right)}$$

- To adjust the loss ratio in LA to be equivalent to the weighted-average loss ratio, we must multiply the current factor by $\frac{LR_{LA}}{LR_T}$.

Adjusting the loss ratios

$$LR_{LA} = \frac{\sum \text{Claims}_{LA}}{\text{BaseRate} \cdot \sum \text{Factor}_{LA}}$$

$$LR_T = \frac{\sum \text{Claims}_{LA}}{\text{BaseRate} \cdot \sum \left(\frac{LR_{LA}}{LR_T} \cdot \text{Factor}_{LA} \right)}$$

- We can choose any target loss ratio we want, but we will use the weighted-average loss ratio in this example.
- Regardless of our choice, our final premiums will be the same after base rate modifications.