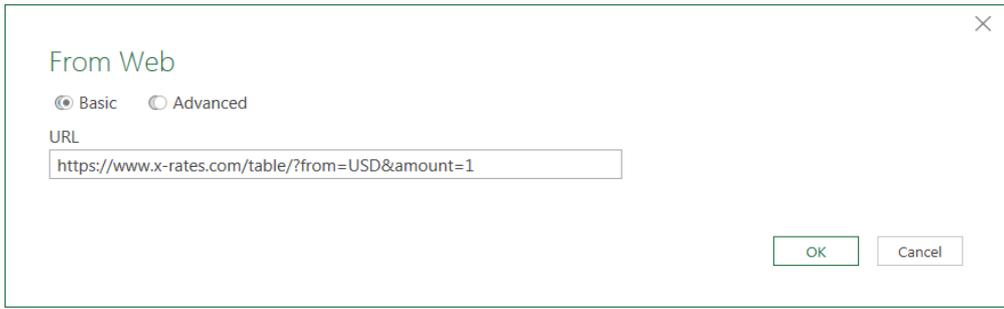
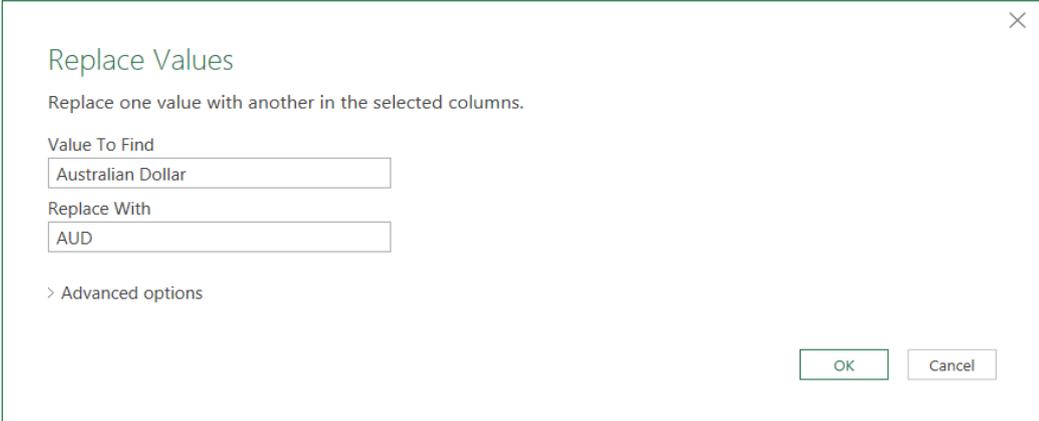


| Scraping Exchange Rate data from the Web and linking via Vlookup to an Employee Data table | |
|--|---|
| 1 | Click anywhere in the Employee Data sheet or any sheet in the file. |
| 2 | In Excel 2016 onwards , select Data tab, and in the Get & Transform Data group, click From Web. This will open up the From Web window. |
| 3 | In Excel 2013 , select Power Query tab, and click From Web, the icon on the very left of the menu. This will open up the From Web window. |
| 4 | Using Google Chrome or Internet Explorer, open up the website that you wish to get data from, and copy the URL directly into the Excel PQ From Web window – see screenshot below. Alternatively, if you don't want to keep the website open, you can copy the URL to a Word document and from there to Excel, or type in the address. Once the address is copied or entered, click OK. The URL for this example is https://www.x-rates.com/table/?from=USD&amount=1 |
| |  |
| 5 | Excel will show you all tables on the website. Click on each to get a preview. When you have selected the table you want, either click Load, which will load it directly to an Excel table or Transform Data (Excel 2016 onwards) or Edit (Excel 2013) if you wish to do some editing of the table before loading. |
| 6 | In this case choose the second table, Table 1, with the larger number of exchange rates, including Pakistan and South Africa, which are needed for this example, and click Transform Data. This will open up the Power Query Editor. |
| 7 | On the right of the screen, in the Query Settings pane, change the query name to Exchange Rate Table and press Enter. |
| 8 | Click on the US Dollar ▲ column. Double click the t heading, and re-name it as Currency Abbreviation. Press Enter. |
| 9 | Double click the 1.00 USD ▲ ▼ column heading and delete the arrows. Press Enter. Repeat for the inv. 1.00 USD ▲ ▼ column. |
| 10 | Filter on the Currency Abbreviation column and check the boxes for Australian Dollar, British Pound, Indian Rupee, Pakistani Rupee and South African Rand. Click OK. |

| | |
|----|---|
| 11 | <p>Click on Australian Dollar. Select the Transform tab, Replace Values icon. Australian Dollar will already be under Value to Find. Under Replace With, type AUD, click OK. See screenshot below.</p>  |
| 12 | <p>Repeat step 11 for the following currencies:</p> <ul style="list-style-type: none"> Replace British Pound with GBP Replace Indian Rupee with INR Replace Pakistani Rupee with PKR Replace South African Rand with ZAR |
| 13 | <p>Select the Home tab, Close & Load.</p> |
| 14 | <p>Double click the tab for the new sheet, Sheet1, and re-name it as Exchange Rate Table.</p> |
| 15 | <p>In Excel 2016 onwards close the Queries and Connections pane. In Excel 2013 close the Workbook Queries window.</p> |
| 16 | <p>In cell I2 of the Employee Data sheet, either type in / copy paste the following formula or use the Function Arguments box to enter the Vlookup part of the formula: <code>=VLOOKUP(D2,Exchange_Rate_Table,3,FALSE)*H2</code></p> |
| 17 | <p>This formula looks up the currency abbreviation in the exchange rate table, returns the exchange rate from the third column, and multiplies this by the monthly salary in original currency.</p> |
| 18 | <p>Copy this formula down the table.</p> |
| 19 | <p>Every time you wish to update the exchange rate table, click anywhere in the table, right click, Refresh.</p> |

| Employee Name | Country | Salary Currency | Job Title | Job Grade | Monthly Salary - Original Currency | Monthly Salary In USD |
|--------------------|----------------|-----------------|---------------------------------|-----------|------------------------------------|-----------------------|
| Jason Richards | United Kingdom | GBP | CIO | EU | 13,901 | 17,701 |
| Stuart Smith-Allin | South Africa | ZAR | Corporate Finance Analyst | DM | 102,240 | 6,231 |
| Mahesh Singh | India | INR | Country Lead | DU | 898,800 | 12,047 |
| Ahmad Farooqi | Pakistan | PKR | Country Lead | DU | 1,402,070 | 8,347 |
| Daniel Claasen | South Africa | ZAR | Country Manager | DL | 45,329 | 2,763 |
| Khalil Shaik | Pakistan | PKR | Customer Delivery Specialist | CL | 136,100 | 810 |
| Mariam Williams | South Africa | ZAR | Customer Delivery Supervisor | CM | 24,092 | 1,468 |
| Sonja Schoonbee | United Kingdom | GBP | General Counsel | DU | 18,774 | 23,906 |
| Rudolph Mawhinney | South Africa | ZAR | Group Finance Manager | DU | 160,325 | 9,771 |
| Daniel Miller | Australia | AUD | Head of International Sales | EL | 25,070 | 17,924 |
| Jacques Cowley | South Africa | ZAR | Head of IT Infrastructure | DM | 77,375 | 4,716 |
| Mark Cartwright | United Kingdom | GBP | IT Infrastructure Architect | CU | 3,529 | 4,494 |
| Katherine Ndebele | South Africa | ZAR | IT Security Analyst | CM | 45,390 | 2,766 |
| Zaheera Khan | Pakistan | PKR | Office Assistant | A | 129,600 | 772 |
| Jaclyn Barnard | South Africa | ZAR | Office Assistant Supervisor | BL | 14,550 | 887 |
| Yusuf Hussein | Pakistan | PKR | Office Manager | CM | 183,620 | 1,093 |
| Karl Herselman | South Africa | ZAR | Strategic Partnerships Director | DU | 236,880 | 14,437 |
| Rehana Naidoo | India | INR | Strategic Partnerships Director | DL | 811,440 | 10,876 |
| Charmaine Herbst | South Africa | ZAR | Strategic Partnerships Manager | DM | 90,500 | 5,516 |
| Vijendra Bharuth | India | INR | Territory Manager | DL | 440,000 | 5,897 |
| Cindy Rapolai | South Africa | ZAR | Treasury Manager | DL | 47,945 | 2,922 |

| Currency Abbreviation | 1.00 USD | inv. 1.00 USD |
|-----------------------|------------|---------------|
| AUD | 1.398689 | 0.714955 |
| GBP | 0.785336 | 1.273341 |
| INR | 74.611383 | 0.013403 |
| PKR | 167.975045 | 0.005953 |
| ZAR | 16.407741 | 0.060947 |