Assignment 2: Spreadsheets

A new fashion accessory store has recently opened up. The organizers are trying to calculate the running costs of the sanctuary by using a spreadsheet to keep track of the daily cost of food and medicines for the animals.

	A	B	C	D	E	F
1	**Accessory Store**					
2	**Item**	**Number**	**Unit cost**	**Total**		
3	Hair bobbles	17	0.385	?		
4	Fancy combs	11	0.450	?		
5	Small bags	23	0.050	?		
6	Large bags	4	0.100	?		
7	Bracelets	8	0.120	?		
8	Small pendants	15	0.140	?		
9	Belts	4	0.250	?		
10	**Total**			?		
11						
12						
13						

a. Copy and complete the spreadsheet above by inserting appropriate formulas into cells

b. Unfortunately, the volunteers miscounted the numbers of cats and dogs. There are actually 18 cats and 13 dogs. Amend your spreadsheet.

c. Save a copy of the amended spreadsheet on to your own personal area (Drive N:) and print it in landscape mode with gridlines showing - and your name in the page footer. [5]

d. The director is interested in finding out the average cost of upkeep of all animals. Enter formulas into cells B10 and E11 that would allow you to do this

e. Print a copy of your spreadsheet in formula view on one sheet of paper in landscape with gridlines and your name in the page footer. [5]

f. Create and print a pie chart to show the proportion of funds spent on each type of animal each day. **Don't forget to include your name in the page footer.** [5]