

Assignment 2: Spreadsheets

Student Grades

1. Launch a spreadsheet program and enter the following data:

| | A | B | C | D | E | F |
|----|-----------------------|-------------|--------------|--------------|----------------|---|
| 1 | Student Grades | | | | | |
| 2 | Name | Form | Test1 | Test2 | Average | |
| 3 | Abdul | 9AB | 45 | 54 | ? | |
| 4 | Bader | 9CD | 78 | 88 | ? | |
| 5 | Colin | 9AB | 65 | 67 | ? | |
| 6 | Dalal | 9EF | 47 | 56 | ? | |
| 7 | Edward | 9AB | 93 | 79 | ? | |
| 8 | Francis | 9AB | 65 | 65 | ? | |
| 9 | Gabor | 9CD | 57 | 46 | ? | |
| 10 | Hiten | 9EF | 57 | 57 | ? | |
| 11 | Irmin | 9CD | 83 | 75 | ? | |
| 12 | Average | | ? | ? | ? | |
| 13 | | | | | | |

Complete the spreadsheet above by inserting appropriate formulas into the marked cells.

Format the averages to be correct to one decimal place.

Print your spreadsheet in landscape view with your name and form in the footer, with gridlines showing.

[10]

2. Dalal noticed a mistake on Test 1. Her mark has been raised to 64. Amend your spreadsheet.

A third test has been completed. Insert the following column between test 2 and your average totals.

Amend your spreadsheet.

| E |
|--------------|
| |
| Test3 |
| 55 |
| 86 |
| 67 |
| 54 |
| 73 |
| 68 |
| 54 |
| 55 |
| 67 |
| ? |
| |

Print a copy of your spreadsheet in formula view on a single sheet of paper.

[5]

3. Using the charting tools, create a bar chart to compare the average results for each student.

Print your chart, with your name and form in the page footer..

[5]

Number of marks available on this page: 20