

Computer Technology

Optional Spring Break Assignment for Cornell Students

(Due Monday, April 4, 2016)

This is an optional assignment worth extra credit as a “classwork assignment” grade.

Directions

1. Complete the following assignments named “Mike’s Shoe Store” and “Math Grades”.
2. Turn them in via Edmodo.
3. Due: **Monday, April 4, 2016**.

Mike's Shoe Store

The spreadsheet below shows details of shoe sales at Mike's Shoe Store during a four-week period:

Mike's Shoe Store				
Brand	Store 1	Store 2	Store 3	Store 4
Aldo	99	80	50	45
Bostonian	111	90	150	95
Calvin Klein	222	100	250	105
Dockers	99	110	80	75
New Balance	333	120	180	195

You are required to enter this data onto a spreadsheet. Carry out the following tasks:

1. Change 'Aldo' to 'Puma'.
2. The sales of 'Calvin Klein' in Store 2 should be 140.
3. The sales of 'Dockers' in Store 4 should be 120.
4. Add four new columns after Store 4 data to show the Total Sale, Highest Sale Number, Lowest Sale Number, and Average Shoe Sale for each brand.
5. Add four new rows after the New Balance to show the Total, Highest, Lowest, and Average Sale Numbers for each store.
6. Insert a new row above the New Balance data and enter the following details:

Aldo	50	20	40	80
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7. Obtain the Total Sale, Highest Sale Number, Lowest Sale Number, and Average Shoe Sale for Aldo.
8. Create a Clustered Column Chart that compares the Store 2 and Store 3 numbers.
9. Save this file as "**UniversityName_LastName_FirstName_SpringBreak_File1.xlsx**"
10. Turn it in via Edmodo.
11. Due: **Monday, April 4, 2016.**

Math Grades

The following table shows students' grades:

Math Grades						
Student	1st Grade	2nd Grade	3rd Grade	4th Grade	5th Grade	6th Grade
Student 1	100	100	98	100	91	80
Student 2	99	100	98	80	75	90
Student 3	100	75	98	100	91	80
Student 4	86	91	97	98	99	89
Student 5	100	100	98	80	75	90
Student 6	100	96	98	100	91	80
Student 7	90	90	95	85	90	90
Student 8	90	85	73	95	100	100
Student 9	80	90	95	85	90	99

You are required to enter this data onto a spreadsheet. Carry out the following tasks:

1. Student 5's grade on 1st Grade column should be 90.
2. Student 8's grade on 5th Grade column should be 80.
3. Add new columns after 6th Grade column to show the Total Grades, Highest Grades, Lowest Grades, and Rounded Average Numbers for each student.

Important Note: You should use the following function

=ROUND(AVERAGE(),)

4. Add new rows after Student 9 to show the Total, Highest, Lowest, and Rounded Average Grades for each grade.

Important Note: You should use the following function

=ROUND(AVERAGE(),)

5. Delete the row containing the details on the Student 9.
6. Insert a new row above the Student 1 data and enter the following details:
New Student 75 80 85 90 95 100
7. Save this file as "**UniversityName_LastName_FirstName_SpringBreak_File2.xlsx**"
8. Turn it in via Edmodo.
9. Due: **Monday, April 4, 2016.**