



Application

Develop a spreadsheet for your students to use as part of your unit OR create a spreadsheet that would be useful to you in your teaching. Check the sample activity structures.

This spreadsheet **MUST** contain:

1. A **MINIMUM** of 6 rows, 6 columns.
2. At least one formula.(a mathematical calculation such as a division or subtraction)
3. At least one function. (a specific program within the spreadsheet program such as Sum, Max, Min, etc.)
4. Enter data (develop your own data).
5. Format all number to a minimum of **one decimal point**.
6. Add an appropriate title that is centered in the middle of the cells, bold, and a larger, different font.
7. Save the spreadsheet using **SPREAD.CWK** as the filename.
8. Produce a chart demonstrating the data in pictorial form.
9. The chart should be placed in an empty area of the sorted spreadsheet.
10. The chart should contain a legend, a title, and labels for both the X- and Y-axis.
11. Save the spreadsheet as **CHART1.CWK**.
12. Construct a letter similar to the one on pages 220-221.
13. Apply special effects (see Help - "Adding special effects to a chart") to this copy of the chart before placing your chart in the letter at an appropriate location. The text of the letter should reflect the information in the chart. Center the chart in the document. Be sure to following word processing guidelines. Save the chart in a word processing document as **CHART2.CWK**.

Post your Reflection to TeachNet. Post a reply to the posted topic **Problem Solving with Spreadsheets**. Show that you have read Chapter 10 in your reflective writing. **This module is not complete nor will on time credit be given until this is accomplished.**