

Spreadsheet
Assignment # 9

Compute the average quiz score: The midterm score counts 20%, the final exam score counts 30%, and the average of the two quiz scores counts 50%.

Enter the following information in columns A to F.
Center column headings, adjust column widths as necessary, and format values as shown below.

Rows

1	GRADE	SPRING				
2	BOOK	199-				
3	*****					
4	Student	Quiz 1	Quiz 2	Mid-Term	Final	Grade
5	*****					
6	John Adams	70	80	85	97	
7	Paul Baker	30	40	50	78	
8	Jill Carter	90	85	95	97	
9	Sarah Davis	53	72	73	78	
10	Betty Edens	65	75	70	80	
11	Kate Foster	95	90	94	89	
12	Bill Gates	78	89	84	54	
13	Pete Hill	43	44	78	84	
14	Jo James	90	85	85	99	
15	Kent Jackson	61	89	55	77	
16	Penny Keck	54	0	76	98	
17	Ray Lloyd	90	95	57	87	
18	Jean Michaels	78	76	21	97	
19	John Nichols	89	89	22	88	
20	Kay Ogden	89	75	89	88	
21	Dean Prince	98	88	35	89	
22	Joe Quince	90	76	87	87	
23	Ann Rawlings	88	98	46	65	
24	Trey Smith	79	54	76	76	
25	Sue Tullos	89	87	75	76	
26	Sam Ulings	54	75	75	86	
27	Lisa Vawter	78	76	67	77	
28	Becky Williams	99	89	76	96	
29	Dale Youth	78	89	76	76	
30	George Zenith	87	82	87	82	
31	*****					
32	Average					
33	*****					

1. Final Grade: Formula: =(C18+D18)/2*.50+(E18*.20)+(F18*.30)
2. Average: Formula =AVG(C6:C30)
3. Right Justify column headings
4. Shade Row 4 Headings
 - 1)Highlight 2)Format
 - 3)Pattern 4)Click on pattern and choose 1
5. Shade Average Row