

**Spreadsheets: Homework 2**

**Name:** \_\_\_\_\_

1. List the four mathematical functions (or operators) that can be used in a formula?

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

2. What is the method by which an item of data is copied down a column in a spreadsheet? (Circle the correct answer)

formatting                  sorting                  replication                  formula

3. The spreadsheet below shows the results of a practical assessment test.

	A	B	C	D	E	F	G	H
1	<b>Business &amp; Com Sys - Assessment Results</b>							
2								
3	<b>Name</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Q5</b>	<b>Total Marks</b>	<b>Percent</b>
4	Beatty, Norman	9	12	11	10	7	49	82
5	Botus, Michelle	10	11	12	14	5	52	87
6	Daley, Suzanne	5	7	9	5	4	30	50
7	Fernandes, Cristina	9	6	7	11	8	41	68
8	Grey, Alex	8	7	13	9	6	43	72
9	Noorani, Shezad	6	6	9	10	8	39	65
10	Norman, Gary	10	7	7	11	7	42	70
11	Siddiqui, Afzal	8	14	12	11	5	50	83
12					<b>Averages</b>		<b>43</b>	<b>72</b>
13								

a. Write down a suitable formula to calculate the **Total Marks** attained by Norman Beatty.

\_\_\_\_\_

b. The total mark for the paper was 60. Write down a suitable formula to calculate the percentage mark that Norman achieved in this test.

\_\_\_\_\_

c. The tutor wants to know the average result in terms of both marks and percentage. Write down suitable formulae to calculate:

i. average of the **Total Marks** \_\_\_\_\_

ii. average of the **Percentage** \_\_\_\_\_

4. What type of data has been entered into cells:

E9 \_\_\_\_\_ G5 \_\_\_\_\_ A11 \_\_\_\_\_ C3 \_\_\_\_\_