Mathematics MA061 Exercise 2 — Spreadsheet

Generate a spreadsheet file with one of the programs `openoffice` (use it on jbell or graham), `gnumeric`, the spreadsheet facility on google docs, or a similar facility.

Save it as a **ex2.xls** file with Excel format. [You should be able to get that with 'Saves As'.]

Save your work on the Maths UNIX system and send it in electronically by using the program `submit-work` and choosing MA061:2

When you run the `submit-work` programme the first time (which you do by typing that followed by return into a terminal window), it will ask for your name and ID and finally the name of the file you want to submit.

You should **not** give the full path to the file, only the file name and you should be in the directory containing the file when you run `submit-work`.

If you run `submit-work` again before the above deadline, you can see your previous submissions and send an updated one if you like.

This work will be graded and will count (along with the tutorial sheets and other computer lab work) for part of the final mark for MA061.

Your spreadsheet should look like this one:

	A	B	C	D	E	F	G	H
1	**My grade book**							
2								
3				Tut1	Tut1	Tut2	Tut2	average
4			Max:	9	100	12	100	100
5	ID number	Last name	First name					
6	09123456	Ames	John	4	44%	7	58%	51%
7	10123457	Bates	Mary	5	56%	4	33%	44%
8	10123458	Canny	Ann		0%	6	50%	25%
9	10123459	Doyle	Joseph		0%	8	67%	33%
10	10123460	East	Brian	9	100%		0%	50%
11	10123461	Jones	Amy	3	33%	7	58%	46%
12	10123462	Murray	John	2	22%	11	92%	57%
13	10123463	Norris	Pat	7	78%	9	75%	76%
14	10123464	Richards	Jo	5	56%	2	17%	36%
15	10123465	Timms	Anne		0%	5	42%	21%
16	09123466	West	Hugh	6	67%	9	75%	71%
17								
18			attendance:	8		10		
19			average:	5.125	57%	6.8	57%	46%

Enter your own name and ID number instead of one of the names (to keep alphabatical order) and award yourself maximum marks for Tut1 and Tut2.

Details

In cell A1, enter the text "My grade book" and make it bold (using a facility usually available in the tool bar)

In cell A5 enter 'ID number", in cell B5 "Last name" and in cell C5 "First name"

In cells D3 and E3 enter "Tut1" and in cells F3 and G3 enter "Tut2". In cell H4 enter "average".

Underneath in cell D4, E4, F4, G4 and H4 enter the numbers 9, 100, 11, 100, 100. In cell C4 enter "Max:". (The idea is that we will have a grade book for a small class. Tutorial one is marked out of 9, with marks in column D, but beside those in column E we will have the mark converted into a percentage. Similarly column F will have marks for Tutorial 2 with percentages in column G.) Column H is supposed to be the average of the numbers in (the same row of) column E and column G.

Since some of our id numbers (09123456 in A6 and 09123466 in A16) look like numbers but have a leading 0, we need to format those cells as text before entering the id numbers. Highlight the cells and use Format Cells (or in Google Doc, use the '123' button in the tool bar). If you don't do that the leading 0 will be cancelled by the spreadsheet.

In cell E5 (and cells down to E16) enter a formula that calculates the ratio of the mark in the cell just to the left to the cell D4 (the max possible) and format that ratio as a percentage (use Format cells again, or that '123' button in Google Doc).

In rows 18 and 19 we want to display some analysis of the results. Cell D18 should have the formula `=count(D5:D16)` and cell D19 should use the `average` function on the same range of cells. E19 should be that average as a percentage. Cells F18, F19 and G19 should have the same analysis for tutorial 2.

Finally, to make the thing look a little nicer, format the main part of the table with boxed lines around each cell.

Gremlins

On the hosts jbell and graham, I think you can use all the programs.

Openoffice is working ok on the Linux machines, but not gnumeric.

A note

If you change the max numbers in cell D4 to a larger number, it should change all the percentages column E (and change column H also). Similarly, adjusting the number in cell F4 should make changes in columns G and H.

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