emetack®
EXPLORE ENDLESS POSSIBILITIES TOGETHER

SPREADSHEET

MICROSOFT EXCEL

Exercise 1.

Masaka Secondary School produced the marksheet for Class A using a spreadsheet application. Enter the data below and save it as "**Masaka"** *(06 marks)*

Masaka Secondary School
Mark Sheet for Class A

Personal No.	Name	Physics	Chemistry	Biology	Mathematics	Total	Average	Rank
1001	Kyajjakuzimba	65	78	56	45			
1002	Nambuusi	53	85	88	78			
1003	Walusimbi	45	96	76	98			
1004	Kagimu	78	76	74	65			
1005	Nyangoma	23	59	65	36			
1006	Kiwalabye	78	68	67	52			
1007	Jjuuko	65	53	63	32			
1008	Niwamanya	55	65	65	45			
1009	Rutalihamwe	48	54	75	58			
1010	Ssempangi	88	64	45	79			
1011	Kisekka	46	58	61	45			
1012	Katende	54	74	52	56			
	Max							
	Min							

(i) Using an appropriate formulae calculate the **total**

(ii) Using appropriate function to **rank** the students basing on their Average marks

(iii) Find the **maximum** mark for Physics, Chemistry, Biology and Mathematics

(iv) Find the **minimum** mark for Physics, Chemistry, Biology and Mathematics

Exercise 2.

The table shows end of year 2002 promoted results of P.6 pupils from Hoima primary School. Enter the data in a spreadsheet and save the file as **Emetack.**

INDEX No.	**NAME**	**MTC**	**ENG**	**SST**	**SCI**	**TOTAL**	**AVE**	**POS**	**COMMENT**
U56/01	Mudde Mike								
U56/02	Ohoko John								
U56/03	Namire Flavia								
U56/04	Majingo Fred								
U56/05	Tusabe Fahad								
U56/06	Lulenzi Joseph								
U56/07	Apio Oliver								
U56/08	Kisakye Mercy								
U56/09	Tawoda Isa								
U56/010	Gumire Deo								
TOTAL MARKS									

(i) Use a suitable function to calculate the total marks scored by each pupil

(ii) Use a suitable function to compute the average marks scored by each pupil

(iii) Use a suitable function to generate a position for each pupil

(iv) If students with an average of 65 and above are to be **PROMOTED** to P.7, pupils with an average between 50 and 65 are to **REPEAT P.6** while students with an average of 50 and below should **TRY ANOTHER SCHOOL.** Use a suitable function to generate the above uppercase comments accordingly.

(v) Sort the data in ascending order by name.

(vi) Sum up the total marks scored by all pupils in **MTC, ENG, SST** and **SCI.**

(vii) Use the sums obtained in

(Vi) above to create a Pie-chart showing the subject performance.

(viii) Add your name and index number as a footer on your worksheet.

(ix) Print your work.