

Last Name First Name

Hour #

Assignment Name

Admin (or MacServer) UserName

## LESSON 19 6<sup>th</sup> Grade ---More **EXCEL**

**Name** \_\_\_\_\_ **Hour** \_\_\_\_\_

1. \_\_\_\_\_ Read pgs 168 – 178. Remember you DO the Apply It sections and READ the other sections. Follow directions CAREFULLY!!!

- Page 169 – Go to the [usd417.net](http://usd417.net) site and open the Bird Food link.

**SAVE AS Last Name L19 Bird Food 1**

- Page 171 #2 IF it doesn't work to type F4 on your keyboard and get \$ signs, just put your cursor in the formula bar and type a \$ before the B and \$ before the 19. (Hint: it should look like the formula in #5.)
- Page 172 If your formulas don't look like the ones at the top of the page, you might try your decimal increase or decrease button.
- Page 173 at the top. Again, try the decimal increase or decrease button to see if that makes your answer look like the one in the book.
- Page 177 #1 - Just go to the Insert Tab and find clip art (no drawing toolbar) MACS – you do have a drawing tool bar BUT it only has a rooster. Go out to the Internet and find a picture of a feeder bird – like cardinal, sparrow, chickadee, etc.
- Insert your 4 line header. Drag margin if necessary to see all words clearly.
- Print with gridlines only – not column letters and row numbers (headings)
- Upload your file to your locker. Delete any “old” Bird Food files.

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2. \_\_\_\_\_ Go to the usd417.net site and open the Cat Food link.

**SAVE AS Last Name L19 Cat Food 1**

- Go back to page 170 in your book. Do all of the APPLY IT sections only this time apply the directions to the Cat Food file.
- ALSO: Put the name of the cats and their corresponding labels in alphabetical order (Sort A – Z).
- Merge and Center the title A1:H1.
- Insert your 4 line header. Drag margin if necessary to see all words clearly.
- Pick up a Cat Food rubric–checksheet and go through each line item to make sure you have followed ALL of the directions.
- Print with gridlines only – not column letters and row numbers (headings)
- **Fill out your name and admin/server name on the rubric-checksheet.**
- Staple the rubric-checksheet on TOP of your printout.
- Upload your file to your locker.
  - Delete any “old” Cat Food files.

3. \_\_\_\_\_ Go to page 180 AND 181 in your textbook and Do the Internet/Web assignment.

4. Work on

- a. **Math VPL** OR
- b. **Internet TYPING games/lessons** OR
- c. **creating spreadsheets/charts of your own for more practice.**

Please do NOT ask about other options.