

### 3. Spreadsheets

In the diagram below, a spreadsheet has been created to show the stock of the Dairy Princess company

	A	B	C	D	E
1	<b>Student Grades</b>				
2	Name	Test1	Test2	Average	
3	Ahmad	45	55		
4	Suleiman	65	80		
5	Bader	75	40		
6	Yasmeen	45	55		
7	Average				
8					
9					

a. Write down the cell reference of a cell that contains a text label

\_\_\_\_\_ [1]

b. Suggest a formula that would be written in cell D3

\_\_\_\_\_ [1]

c. Describe how you would change the spreadsheet when adding the results of further tests to it.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ [3]

d. Suggest a formula that would be written in cell D5

\_\_\_\_\_ [1]

e. One student, Suleiman, is to be moved to another set. Describe how you would remove his details from the spreadsheet and any other changes you would make to the sheet..

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ [4]