

Excel Assignment #1-A

Directions: Use Excel to layout the table given below. You will then need to find the Total, Average, High Score, and Low score for each Student. Also make a row below the last name and find the average score for each grade taken. Change the orientation to landscape and make sure the document fits to one page. You will then print the assignment and hand it into the tray.

Name	Grade #1	Grade #2	Grade #3	Grade #4	Grade #5
Billy Joe	95	94	97	100	85
Bobby Sue	78	89	81	64	90
Margo	56	62	77	93	100
Freddy	99	97	92	90	100
Jerome	78	86	88	70	95