**Chapter 8.3 Excel Instructions**

Use the **Gasoline.xlsx** file from the Chapter 8 folder from the Student Data Files

Using Moving Average in Excel

1. Click the **Data** tab in the Ribbon
2. Click the **Data Analysis** in the **Analyze** group
3. When the **Data Analysis** dialog box appears, select **Moving Average** and click **OK.**
4. When the **Moving Average** dialog box appears:
   1. Enter B2:B13 in the **Input Range:** box
   2. Enter 3 in the **Interval:** box
   3. Enter C3 in the **Output Range:** box
   4. Click **OK**

Using Exponential Smoothing

1. Click the **Data** tab in the Ribbon
2. Click the **Data Analysis** in the **Analyze** group
3. When the **Data Analysis** dialog box appears, select **Exponential Smoothing** and click **OK.**
4. When the **Exponential Smoothing** dialog box appears:
   1. Enter B2:B13 in the **Input Range:** box
   2. Enter 0.8 in the **Dampening factor:** box
   3. Enter D2 in the **Output Range:** box
   4. Click **OK**