

SPREADSHEET APPLICATION PRACTICAL EXERCISE

(Microsoft Excel 2007 and higher apps recommended)

TIME: 40 mins

The spreadsheet below contains assumed fees collections in billions per year for a couple of universities in Uganda. Study it carefully and answer the following questions:

- a) Enter the information below in an electronic spreadsheet of your choice. Save your work with your First name and class. **(05marks)**

| | | | | | | |
|-----|--------------------|--------------|--|----------------------------|----------|--------------|
| D11 | | =Fx | | | | |
| | | B | C | D | E | F |
| 1 | UNIVERSITY | LOCATI ON | FEES COLLECTION (IN BILLIONS) @ YR. | NEW FEES COLLECTI ON | POSITION | CATAGO RY |
| 2 | Makerere | Central | Shs.120 | | | |
| 3 | Kyambogo | Central | Shs.90 | | | |
| 4 | Mbarara | Western | Shs.60 | | | |
| 5 | Gulu | Northern | Shs.40 | | | |
| 6 | Busitema | Eastern | Shs.30 | | | |
| 7 | IUIU | Eastern | Shs.35 | | | |
| 8 | Nkozi | Central | Shs.30 | | | |
| 9 | Mukono | Central | Shs.45 | | | |
| 10 | Victoria (VU) | Central | Shs. 25 | | | |
| 11 | Cavendish (CUU) | Central | Shs. 50 | | | |
| 12 | New % increase | | | 12% | | |
| 13 | Highest | | | | | |
| 14 | Mode | | | | | |
| | Average collection | | | | | |

- b) Paste your spreadsheet to sheet two and use it to answer these questions:

- i. Wrap the text for new fees collection column heading. **(01 mark)**

- ii. Assuming that the council of all universities has decided to increase fees by 12%, using absolute cell referencing determines the new fees collection by every university. *(01mark)*
- c) By use of a function in each case determine;
 - i. The average fees collection for these universities *(01 mark)*
 - ii. The position of each university in fees collection. *(01 mark)*
 - iii. Mode of the original fees collection *(01 mark)*
 - iv. Category of each university assuming that universities are categorized as “3rd Class” when their original fees collection is below 40 billion, as “2nd Class” when it is below 60, and “1st Class” for the rest/others. *(02 marks)*
- d) On a separate sheet generate a well labeled 3-D line chart representing universities and their original fees collections. Name the worksheet “*UNI-FEES*” *(03marks)*
- e) Apply a yellow fill background colour to your table. *(01 mark)*
- f) Filter out all those universities from the central region. Paste them on a new worksheet called CENTRAL. *(02marks)*
- g) Have all the universities sorted in descending order on the basis of university name. *(02 marks)*