

Menu Order

Sales Tax				8.0%
Menu Item	Price	Quantity	Sales Tax	Total
Empanadas: Beef Picadillo	\$2.99	15	\$3.59	\$48.44
Empanadas: Chipotle Shrimp	\$3.99	10		
Empanadas: Black Bean & Plantain	\$2.49	20		
Tamales: Chicken Tinga	\$2.29	20		
Tamales: Vegetable	\$2.29	30		
Arepas: Carnitas	\$2.89	10		
Arepas: Queso Blanco	\$2.49	20		
Empanadas: Apple Cinnamon	\$3.19	40		
Beverages: Horchata	\$1.89	25		
Beverages: Lemonade	\$1.89	35		
Beverages: Tamarindo	\$1.89	10		
Total				\$48.44

1. Create a formula that uses a **relative reference**. Use the **fill handle** to fill in the formula in cells **E4** through **E14**. Double-click a cell to see the copied formula and the relative cell references.

2. Create a formula that uses an **absolute reference**. Correct the formula in cell **D4** to refer only to the tax rate in cell **E2** as an **absolute reference**, then use the fill handle to fill the formula from cells **D4** to **D14**.