BALOGUN OLUWABUSOLA

WEEK 3 ASSIGNMENT: DATA VALIDATION

EXPLAIN WHAT DATA VALIDATION IS:

Data Validation is the process of limiting what someone can enter in a spreadsheet cell to ensure data authenticity. This can be done by setting limitations on a particular cell to allow certain functions in a cell or by setting an error message when the limitations are exceeded. This can be done by clicking on the data bar on your spreadsheet and then data validation can be found on data tools. The cells that will contain the validation requirements will be highlighted before clicking on data validation. Then the settings, input message and error message will be displayed.

EXAMPLE

For example, students’ data information containing names and scores, to prevent text in the scores cell and limit it to whole numbers and a certain range, data validation can be used.