

Spreadsheet

Class Six

Lab 24







Lab Objectives:

- Addition
- subtraction

Let you are Ahnaf. You have made a list of your Bangla, English and Math exam results. You want to see your total marks

fx				
	Α	В	С	D
25				
26				
27				
28		Results	of Ahnaf	
29				
30		Subject	Number	
31		Bangla	80	
32		Math	90	
33		English	87	
34				
35		total marks		
36				
37				
38				
39				







You will show your total mark in C35 position.

You need to add (80+90+87) which is in the position of C31+C32+C33.

If you think vertically you need to add the number from C31 to C33

In sheets if you write C31:C33 it denotes you want to do something from C31 to C33

There are some basic formula for calculating your data .Like SUM, MINUS, MAX, MIN, AVERAGE, COUNT Etc

Addition

Use SUM formula to add anything. You have to use "=" just before the function name every time you want to write the function and also you have to use bracket after the name of a function.

To write SUM you have to write

=SUM()

Inside the bracket you have to mention the row and column position which number you want to add







For adding (80+90+87) you need to mention the position of 80 (C31), the position of 90 (C32) and the position of 87(C33) inside the SUM function.

So it will be look like this

= SUM(C31:C32)

write this and press enter to see the result

Subject	Number
Bangla	80
Math	90
English	257 × 87
otal marks	=SUM(C31:C33)







Result will be appeared

Subject	Number
Bangla	80
Math	90
English	87
total marks	257

Every time you change the value of C31 to C33 the total marks will be changed automatically.

Subject	Number
Bangla	65
Math	100
English	78
total marks	243







Subtraction

Procedures are same as SUM function just use MINUS function instead of SUM.

Consider your result with Ramisa

Result	s of Ahnaf	Results of	Ramisa
Subject	Number	Subject	Number
Bangla	65	Bangla	70
Math	100	Math	90
English	78	English	96
total marks	243	total marks	256
	Difference		

You need to calculate the difference between you and Ramisa. So subtract 243 from 256. Find the position of 256 and 243

fx			- STATE			
	Α	В	С	D	E	
25						
26						
27						
28		Results	of Ahnaf	Results of	Ramisa	
29						
30		Subject	Number	Subject	Number	
31		Bangla	65	Bangla	70	
32		Math	100	Math	90	
33		English	78	English	96	
34						
35		total marks	243	total marks	256	
36		- 1				
37		-		-		
38			Difference			
39						



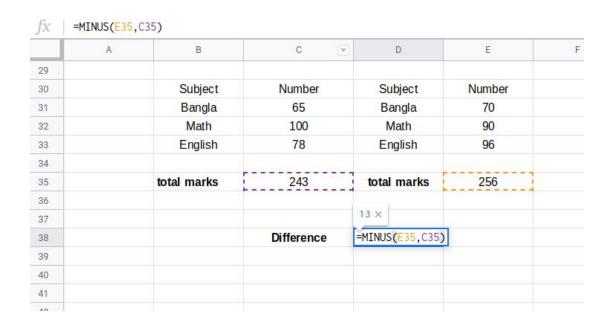




Position of 256 is E35 and C35 for 243. Formula will be

=MINUS(E35, C35)

Notice, we have used "," instead of ":" inside the function or subtraction



Here we go

Results	s of Ahnaf	Results of	Ramisa
Subject	Number	Subject	Number
Bangla	65	Bangla	70
Math	100	Math	90
English	78	English	96
total marks	243	total marks	256
	Difference	13	



