



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

<i>fx</i>				
	A	B	C	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

Results of Ahnaf	
Subject	Number
Bangla	80
Math	90
English	87
total marks	=SUM(C31:C33)

257 X



Result will be appeared

Results of Ahnaf	
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.

Results of Ahnaf	
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

Results 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	A	B	C	D	E	F
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						
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

fx | =MINUS(E35,C35)

	A	B	C	D	E	F
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						
37						
38			Difference	=MINUS(E35,C35)		
39						
40						
41						

Here we go

Results 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	