

My New Workbook

Basic Routine

Lesson 18



Score

Activity 50

Directions:

1. Launch MaxCount.
2. Follow the steps on how to create a New Workbook. Refer to your Worktext for your guide.
3. Explore the types of Blank cells, and choose Default Blank Cell.
4. Type the following data.

Names	Country	Age	Gender
Jet	France	23	Female
Alvin	Australia	24	Male
Doxie	Holland	26	Male
Naz	New York	22	Male



5. After you typed all the data, follow the steps on how to save a Newly Created Workbook.
6. Save the activity as **I made it**.

* To open a saved workbook **I made it**, follow the steps in the textbook.