

Let's Compute

Formatting Text

Lesson 20

Score

Activity 60

Directions:

1. Launch MaxCount.
2. Open and answer Lesson 20 Activity 59 **DateTimeFormats**.
3. Follow the instructions below.
 - a. Insert one column after the Unit Price, and type Quantity as your column header. Type 8,9,7,20 respectively in the Quantity column.
 - b. Add another column and type **Total** as your column header. Compute the total by multiplying the price and the number of quantities.
 - c. Move your cell pointer to the first row (CPU), and last column Total. Press the = key to tell MaxCount to compute the data.
 - d. Then, move the cell pointer to the price of the CPU and press the * key, again move the cell pointer to the quantity of CPU and press the **Enter** key. See the sample snapshot.

- e. Compute the rest of the data. Add at least 5 items and compute the total.

Items	Price	Quantity	Date Purchased	Time Purchased	Total
CPU	14000	8	12/14/2011	4:50	=B3*C3
Monitor	3000	9	12/16/2011	11:30	
Printer	2899	7	12/15/2011	3:00	
Mouse	300	20	1/3/2012	9:00	

4. Save the worksheet as **Items Inventory**.