MOS University

3.1.1 and 3.1.3 Create an Excel Table from a Cell Range and Reverse

Now that you've completed this lecture, you should be able to create and modify tables. You should also be able to create a data range from an existing table.

Try the techniques on your own using the following steps

1. Open the workbook named 3113 provided as a resource with this TIY. Create a table from the data in the cell range A1 to D43.

2. Name the table Passengers.

3. Apply the Green Table Style Medium 14 to the Passengers table.

4. Include a Total row and display the average number of passengers in the resultant field to two decimal places.

5. Convert the Passengers table to a normal range.