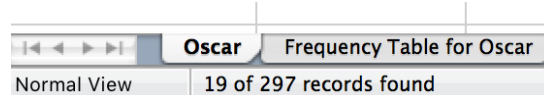Name:

1. Use Excel to filter the data and create a frequency column in the table located in the Frequency Table for Oscar tab.

    - To use the filter, first locate and click on the button that looks like a funnel similar to this:

        o If you are having trouble locating it, a quick Google search of "Microsoft Excel (version) Filter" should bring up how to locate it in your specific version.

    - In the bottom right hand corner of the Movie Preferences cell **A1** there is a small box with an arrow in it. Click on this to open a list of options.

    - At the bottom of this list of options, there are checkboxes with the names of the movies in it.

        o By clicking select all, you will uncheck all the boxes. You then can check the box for whatever movie for which you are trying to get the frequency.

    - Now that you have filtered the data, at the bottom of Excel (underneath the tabs for the different sheets, it will say "# of 297 records found."

        o It should look similar to this:

Oscar	Frequency Table for Oscar
Normal View	19 of 297 records found

    - Repeat this process to get all the frequencies you need to fill out the table.

Make sure you put your name at the top of this document and then copy and paste your frequency table here:

Now save this document as a PDF and upload it to Gradescope by 11:30pm this evening.