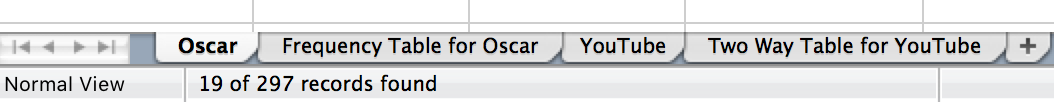
1. Use Excel to filter the data and create a frequency column in the table located in the Frequency Table for Oscar tab.
   * + To use the filter, first locate and click on the button that looks like a funnel similar to this:
       - If you are having trouble locating it, a quick Google search of “Microsoft 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.
     + 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.”
       - It should look similar to this: 
     + 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: