	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Student Name														
2	Class Period														
3	**Excel Test Part 1**														
4															
5	Where Does Your Food Dollar Go?														
6															
7															
8			Off Farm Labor	Packaging	Transportation	Energy	Profits	Advertising	Depreciation	Rent	Interest	Repairs	Taxes	Other	Farm
9		Price	$0.390	$0.850	$0.040	$0.035	$0.040	$0.040	$0.035	$0.040	$0.025	$0.015	$0.035	$0.020	$0.200
10	Milk	$ 2.09	=$C$9*B10	=$D$9*B10	=$E$9*B10										
11	Eggs	$ 0.89													
12	Bread	$ 1.40													
13	Crackers	$ 1.00													
14	Cookies	$ 2.69													
15	Peaches	$ 1.78													
16	Ham	$ 17.69													
17	Cheese	$ 4.00													
18	Lettuce	$ 0.99													
19	Cereal	$ 3.99													
20	**Total**														

This is tricky, but you can do it! This is almost everything we've done for Excel. You're on your own with this project. I cannot help you, you cannot help each other. Do whatever you can!

1. Enter in all the data as seen first. We will format as we go. Remember spelling & capitalization.

2. Wrap text C8. Several of the columns are not wide enough; make them fit the headings.

3. Select Row 9. Right-click --> Format Cells --> Currency. Change decimal place to 3.

4. Format C10-O19 for 2 decimals.

5. Add formulas for each column. Hit the F4 key on your keyboard to lock the cell (it adds the $ signs), then multiply it by the cell in column B. I've given you the first three formulas. Figure out the rest of the formulas.

6. Use the "AutoFill" handle to copy the formula down to row 19 in each column.

7. AutoSum each column in row 20. No total is needed for Column B. Bold your answers

8. Page Layout: Page Orientation to Landscape; Margins to .25 (top, left, bottom, right); Print with Gridlines; Scale to Fit Width & Height to 1page instead of automatic

9. Print. 1 page, black and white printer. Turn in. Return these instructions to the tray.