

Name: _____ P3/____ Date: _____
Entering Data in Excel Worksheet

Excel interface showing the 'Home' tab and a yellow instruction box: "Instruction: Type or Copy the data on cells A and B."

The spreadsheet shows columns A and B. Column A is labeled 'Names' and column B is labeled 'TV Times'. The data entry instructions are as follows:

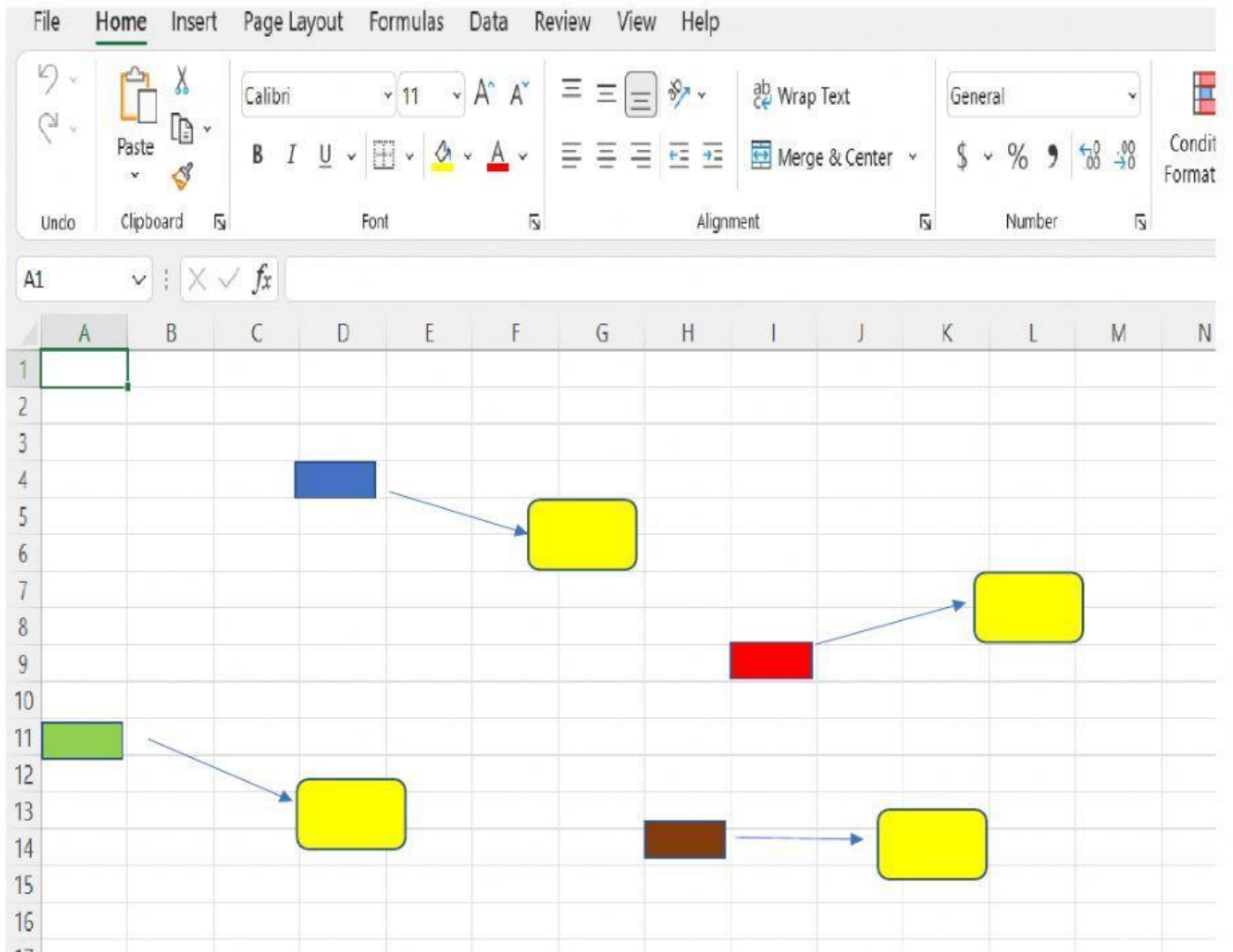
- In cell B1 type 'TV time'.
- Continue down column B and type the following number of hours in each cell that the children watch TV everyday:

	A	B	C
1	Names	TV Time	
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			

The instructions list the following TV watching hours for each child:

- B2 - 2
- B3 - 3
- B4 - 2
- B5 - 2
- B6 - 1
- B7 - 4
- B8 - 2
- B9 - 3
- B10 - 2
- B11 - 0

Remember to save your work regularly. Click 'File > Save' to save your work.



Write in the box the Cell Name of the Active cells that you can see in the spreadsheet above.