BTT Spreadsheets

SITUATION

You are running the canteen for the Travel Club and you need to figure out how much money you are making. Before spreadsheets you would do all the calculations by hand and it took a long time.

Here's how you used to do it:

Item	Number Sold	Selling Price	Total Earned
Pizza	45	$2.00	45 x $2.00 = $90.00
Chicken Burgers	22	$2.00	22 x $2.00 = $44.00
and so on…			
Grand Total			$90.00 + $44.00 + …+ …+

YOUR TASK

- Create a spreadsheet to do this automatically. The spreadsheet should be done so that if the number sold or selling price changes, all the calculations will change by themselves. The spreadsheet should have a title, a date, and the name of your club.

  You sold: 37 Chicken Burgers at $2.00 each, 42 pizzas at $2.00 each, 21 juice boxes at $1.00 each, 18 cheeseburgers at $2.50 each, 18 chocolate bars at $1.50 each, and 2 tofu cheesecake slices for $3.50 each.

- At the bottom of the spreadsheet find your **profit**. This is 25% of the Grand Total. (A quick way to do this is to multiply the Grand Total by 0.25)
- Change the view settings to show formulas instead of their results.
- When your sheet is complete, use **Print Preview** to ensure that it will fit on one page, print it out in black and white (HP Laserjet 4000) and hand it in.

MARKING SCHEME

LAYOUT   / 10   (columns, neatness, readability, formatting)

CONTENT   / 20   (numbers, formulas and calculations are done correctly)