Homework #23

❑ Open your Excel workbook **1040A_Tax_Form_Rev_3.xlsx** and save it as **1040A_Tax_Form_Final.xlsx**.

❑ Make all corrections indicated on your previous grade sheets. Remember to check your own formulas as well (especially those that were not included in the grade sheet criteria). Pay special attention to the columns you are referring to with your formulas. Be sure to make *all* corrections listed in your previous grade sheets, even if you did not have points deducted for the error. Your final project should be accurate and complete.

❑ Finally, as we did a few weeks ago, go to the Formulas tab on the Ribbon and browse through the functions. Choose a function that interests you which we have not covered in class and learn how to use it on your own. You can hover over the functions in each category to see the purpose of the function. If you click on it, you will see a box with the purpose of the function, help on entering the variables, and a "Help on this function" link in the lower left corner of the box that you can click on if you need additional help. Practice using this new function and come to class next week prepared to demonstrate to the class how to use it.

❑ Prepare an example spreadsheet ahead of time in order to demonstrate your new function. Put it in a separate workbook and name it (save as) <u>your first name</u>, then email it along with your homework. I will have it ready for you to use in class on my computer. Your points will be based on how well you understand and demonstrate your chosen function. *If it is a simple function, <u>prepare several examples</u> to demonstrate its usefulness for full credit*. Be familiar with this function so you will be prepared to answer questions in class (in case anyone asks)!

❑ After you have completed the assignment, e-mail your homework (attach **1040A_Tax_Form_Final.xlsx** and your demo workbook with **your first name** as the filename) to: homework@wanvigs.net, no later than 10:00 am next Tuesday. Put "Homework #23" and your first name in the subject line.