

<>	A	B	C	D	E	F
1	<b>Petal Pushers Flower Shop</b>					
2		<b>January</b>	<b>February</b>	<b>March</b>	<b>Totals by Flower</b>	<b>Percent of Total</b>
3	<i>Rose</i>	19	18	15	52	20%
4	<i>Pansy</i>	29	34	36	99	37%
5	<i>Tulip</i>	22	25	35	82	31%
6	<i>Daffodil</i>	8	10	14	32	12%
7						
8	<b>Total</b>	<b>78</b>	<b>87</b>	<b>100</b>	<b>265</b>	
9	Average	19.5	21.75	25	66.25	
10	Minimum	8	10	14	32	
11	Maximum	29	34	36	99	

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- 15 B. enter formulas page 127
- 16 C. to add formula page 129 B8:E8
- 17 D. autosum page 130
- 18 E. copy formula/autofill page 131
- 19 F. formulas with constants (\$) page 133 F3:F6
- 20 G. functions page 135 B9:E11
- 21 H. fonts, sizes, text alignments page 138-39 line 1
- 22 I. cell height & width page 140
- 23 J. gridlines and borders page 142
- 24 K. shading page 144