

Data Analysis Using Spreadsheets Notes - Part 1 (Lecture on Thursday, 4/9/2020)

Start with Cities sheet

Inserting and deleting rows

Insert then delete: Palo Alto, USA, 37.44, 122.14, 14.75

Inserting columns

Add fahrenheit column to left of temperature (show control/right-click and drop-down)

7.52 = 45.54

8.1 = 46.58

Formulas

$=(f2 * 9/5) + 32$

Copy-paste to more cells, show automatic cell renumbering, show lower-right double-click

Your Turn $=(e2 - 32) * 5/9$

Deleting columns

Delete fahrenheit and celsius columns

Sorting

- Select temperature column, sort sheet, note annoyance with header row, undo
- Select entire sheet, Data > sort range, by temperature, then by country + latitude descending