

1. Open a new workbook and create a spreadsheet based on the following information from your grocery shopping:
 - a. Worksheet title: SHOPPING
 - b. Column headings: Item | Cost (£) | Number | Final Price (£)

Items purchased include:

- i) 10 packets of Cat food at 0.40
 - ii) 4 litres of Milk at 0.38
 - iii) 2 loaves of Bread at 0.87
 - iv) 1 jar of Marmalade at 1.15
 - v) 3 packages of Pasta at 0.56
 - vi) 2 Pineapples at 1.30
 - vii) 3 bottles of Lemonade at 0.89
2. On sheet two rename it to “exchange rate” and convert the currency to Ugx of all the items as illustrated below

| Currency exchange rate | | £ (pnd stg) | Ugx |
|------------------------|---------|-------------|-----------|
| | 4677.46 | 0.40 | 1,870.984 |
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3. Use the most appropriate cell referencing on the exchange rate to multiply all the currencies on the exchange rate sheet.
4. Cross cell referencing to all the columns that have currency in them where necessary to the shopping sheet.
5. Enter a simple formula in cell D3 to calculate the final price of Cat food.
6. Work out the final price for all other items.
7. Format the titles of the spreadsheet so that they stand out from the shopping items.
8. Now amend the entry in cell C2 to read Number Bought, and widen columns C and D to display the full entries.
9. Make the following changes: Pasta costs 49 cent; replace Pineapple with Melon; and increase the number of litres of Milk bought to 6.
10. Check that the final prices are updated automatically and print a copy of the amended spreadsheet.

11. Insert an additional item between Pasta and Melon for 2 jars of Pasta Sauce at £2.50 each.
12. Add the word TOTAL in cell C11.
13. Enter a simple formula to add up the total cost of all of the items in D11.
14. Create a border with a single top line and double bottom line in Red in cell D11.
15. Save and close the file.

Note:

- ☞ Take the currency exchange rate to be 1£ ~ 4677.46 Ugx
- ☞ Where you have to make changes in currency, it should be made on the Exchange rate sheet so as to update automatically.

Send the work to either email for review with the subject “Please review my work [your name]” to jnsereko22@gmail.com or jnsereko22@icloud.com