

Fall 2015 Spreadsheet Lab

Assignment: Spreadsheet Application: Choosing an ERP System at Campus Travel

Textbook: Valacich, Joseph S. and Schneider, Christoph. Information Systems Today: Managing in the Digital World. 6th Edition. Prentice Hall. ISBN: 9780132971218 (eText: 9780132971799).

Presentation Creator: Preuss

Presentation Date: 10/21/2015

Notes: This presentation shows most if not all the required steps in completing the assignment. It is the student's responsibility to read and understand the assignment to insure the assignment is correctly done.



The presentation starts Windows 10.

C:\Users\Tim\Documents\cptr1138\Lab08

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The presentation selects the appropriate csv file to open.



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1			Ratings (Out of 10)															
2	Module	Weight	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E											
3	Human Re	0.2	9	7	10	8	10											
4	Supply Ch	0.1	7	7	9	8	9											
5	Purchasin	0.15	8	8	10	9	8											
6	Supply Ch	0.2	7	7	10	9	10											
7	Customer	0.2	9	7	9	8	8											
8	Financials	0.15	7	9	5	8	7											
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The csv file is now open in Excel.

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Name	Date modified	Type
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File name: ERPSystems.xlsx

Save as type: Excel Workbook (*.xlsx)

Authors: Tim Preuss

Tags: Add a tag

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The presentation gives the spreadsheet a name and saves the spreadsheet. This allows easy saving during the process.

Tim Preuss

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- win_client_mailmerge_office365

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- Desktop

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ERPSystems.xlsx - Excel

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Conditional Formatting Table Cell Styles Insert Delete Format Sort & Filter Find & Select

C9

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
1	Ratings (Out of 10)														
2	Module	Weight	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E								
3	Human Resources Maangement	0.2	9	7	10	8	10								
4	Supply Chain Management	0.1	7	7	9	8	9								
5	Purchasing	0.15	8	8	10	9	8								
6	Supply Chain Management	0.2	7	7	10	9	10								
7	Customer Relationship Management	0.2	9	7	9	8	8								
8	Financials	0.15	7	9	5	8	7								
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The presentation formats the titles as shown.

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Clipboard Font Alignment Number Styles

C9

Ratings (Out of 10)						
Module	Weight	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E
Human Resources Maangement	0.2	9	7	10	8	10
Supply Chain Management	0.1	7	7	9	8	9
Purchasing	0.15	8	8	10	9	8
Supply Chain Management	0.2	7	7	10	9	10
Customer Relationship Management	0.2	9	7	9	8	8
Financials	0.15	7	9	5	8	7
Total		=				

The presentation inserts the function "SUMPRODUCT" in the appropriate cell.

Insert Function

Search for a function:

Or select a category: Recommended

Select a function:

SUMPRODUCT

SUMPRODUCT(array1,array2,array3,...)
Returns the sum of the products of corresponding ranges or arrays.

[Help on this function](#)

B3 : [X] [✓] [fx] =SUMPRODUCT(B3:B8)

	A	B	C	D	E	F	G	H
1		Ratings (Out of 10)						
2	Module	Weight	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	
3	Human Resources Maangement	0.2	9	7	10	8	10	
4	Supply Chain Management	0.1	7	7	9	8	9	
5	Purchasing	0.15	8	8	10	9	8	
6	Supply Chain Management	0.2	7	7	10	9	10	
7	Customer Relationship Management	0.2	9	7	9	8	8	
8	Financials	0.15	7	9	5	8	7	
9	Total		(B3:B8)					

The presentation selects the first array.

Function Arguments

SUMPRODUCT

Array1: B3:B8 = {0.2;0.1;0.15;0.2;0.2;0.15}

Array2: = array

Array3: = array

= 1

Returns the sum of the products of corresponding ranges or arrays.

Array1: array1,array2,... are 2 to 255 arrays for which you want to multiply and then add components. All arrays must have the same dimensions.

Formula result = 1

[Help on this function](#) [OK] [Cancel]

	A	B	C	D	E	F	G	H	
1		Ratings (Out of 10)							
2	Module	Weight	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E		
3	Human Resources Maangement	0.2	9	7	10	8	10		
4	Supply Chain Management	0.1	7	7	9	8	9		
5	Purchasing	0.15	8	8	10	9	8		
6	Supply Chain Management	0.2	7	7	10	9	10		
7	Customer Relationship Management	0.2	9	7	9	8	8		
8	Financials	0.15	7	9	5	8	7		
9	Total		,C3:C8)						

The presentation selects the second array.

Function Arguments

SUMPRODUCT

Array1 B3:B8 = {0.2;0.1;0.15;0.2;0.2;0.15}

Array2 C3:C8 = {9;7;8;7;9;7}

Array3 = array

= 7.95

Returns the sum of the products of corresponding ranges or arrays.

Array2: array1,array2,... are 2 to 255 arrays for which you want to multiply and then add components. All arrays must have the same dimensions.

Formula result = 7.95

[Help on this function](#) [OK] [Cancel]

ERPSystems.xlsx - Excel

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PivotTable Recommended Table Illustrations Store My Apps Recommended Charts PivotChart Power View Line Column Win/Loss Slicer Timeline Hyperlink Text Symbols

C2 : [X] [Y] [fx] Vendor A

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Ratings (Out of 10)													
2	Module	Weight	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E							
3	Human Resources Maangement	0.2	9	7	10	8	10							
4	Supply Chain Management	0.1	7	7	9	8	9							
5	Purchasing	0.15	8	8	10	9	8							
6	Supply Chain Management	0.2	7	7	10	9	10							
7	Customer Relationship Management	0.2	9	7	9	8	8							
8	Financials	0.15	7	9	5	8	7							
9	Total		7.95	7.45	8.95	8.35	8.75							
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The presentation copies the "SUMPRODUCT" formula as shown.

The presentation selects the data for the "Product Comparison" graph.

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Module	Weight	Vendor A
Human Resources Maangement	0.2	
Supply Chain Management	0.1	
Purchasing	0.15	
Supply Chain Management	0.2	
Customer Relationship Management	0.2	
Financials	0.15	
Total		

Insert Chart

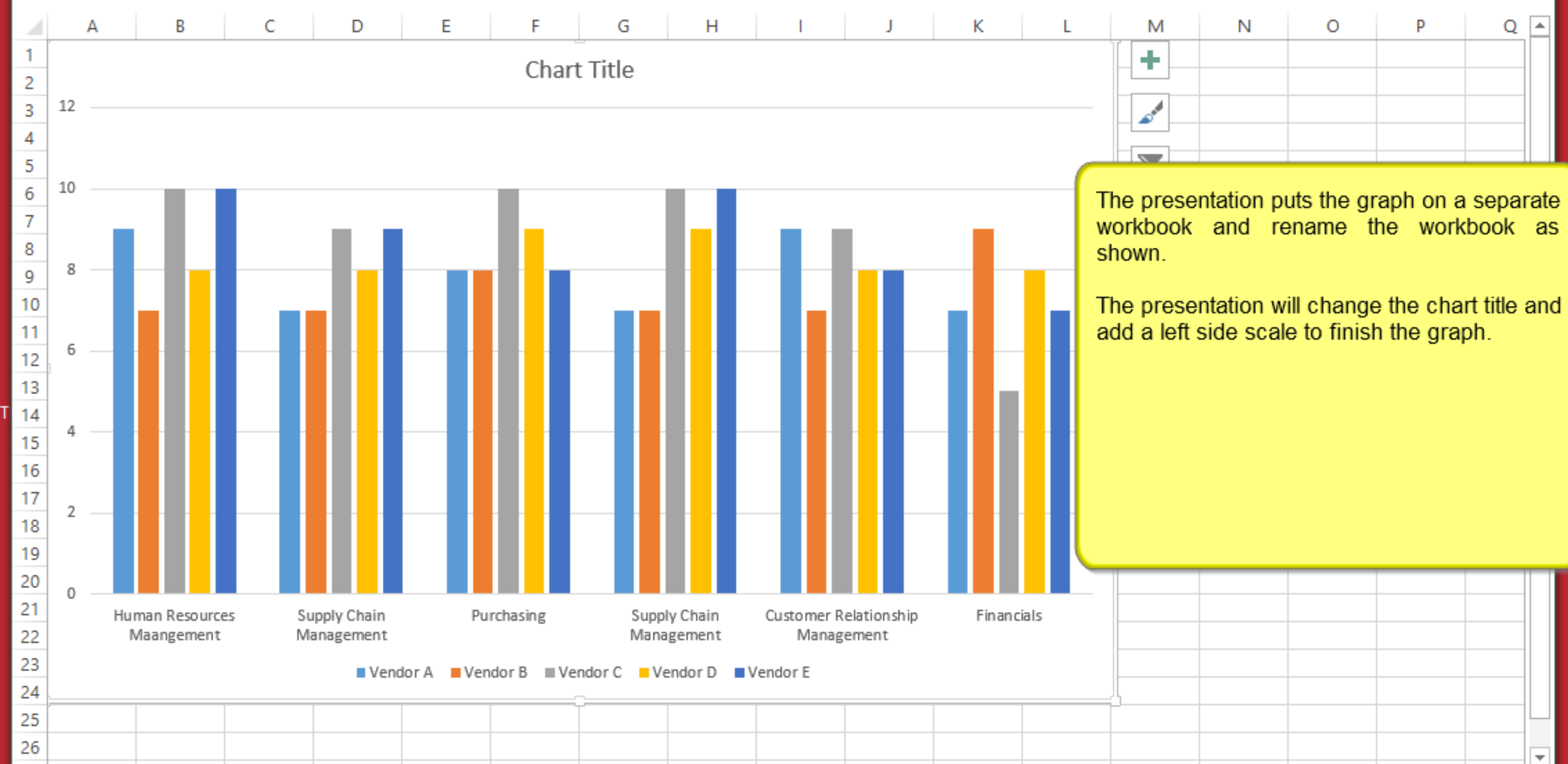
Recommended Charts | All Charts

Clustered Column

Chart Title

A clustered column chart is used to compare values across a few categories. Use it when the order of categories is not important.

The presentation selects a graph to represent the product selection data.



The presentation puts the graph on a separate workbook and rename the workbook as shown.

The presentation will change the chart title and add a left side scale to finish the graph.

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C2 Vendor A

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
1	Ratings (Out of 10)														
2	Module	Weight	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E								
3	Human Resources Maangement	0.2	9	7	10	8	10								
4	Supply Chain Management	0.1	7	7	9	8	9								
5	Purchasing	0.15	8	8	10	9	8								
6	Supply Chain Management	0.2	7	7	10	9	10								
7	Customer Relationship Management	0.2	9	7	9	8	8								
8	Financials	0.15	7	9	5	8	7								
9	Total		7.95	7.45	8.95	8.35	8.75								
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The presentation selects the data for the second graph.

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PivotTable Recommended Table Illustrations Store My Apps Recommended PivotChart Power Line Column Win/ Slicer Timeline Hyperlink Text Symbols

	A	B
1		Ratings (O
2	Module	Weight
3	Human Resources Maangement	0.2
4	Supply Chain Management	0.1
5	Purchasing	0.15
6	Supply Chain Management	0.2
7	Customer Relationship Management	0.2
8	Financials	0.15
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Insert Chart

Recommended Charts All Charts

Clustered Bar

A clustered bar chart is used to compare values across a few categories. Use it when the chart shows duration or when the category text is long.

OK Cancel

The presentation selects a chart for the second graph.

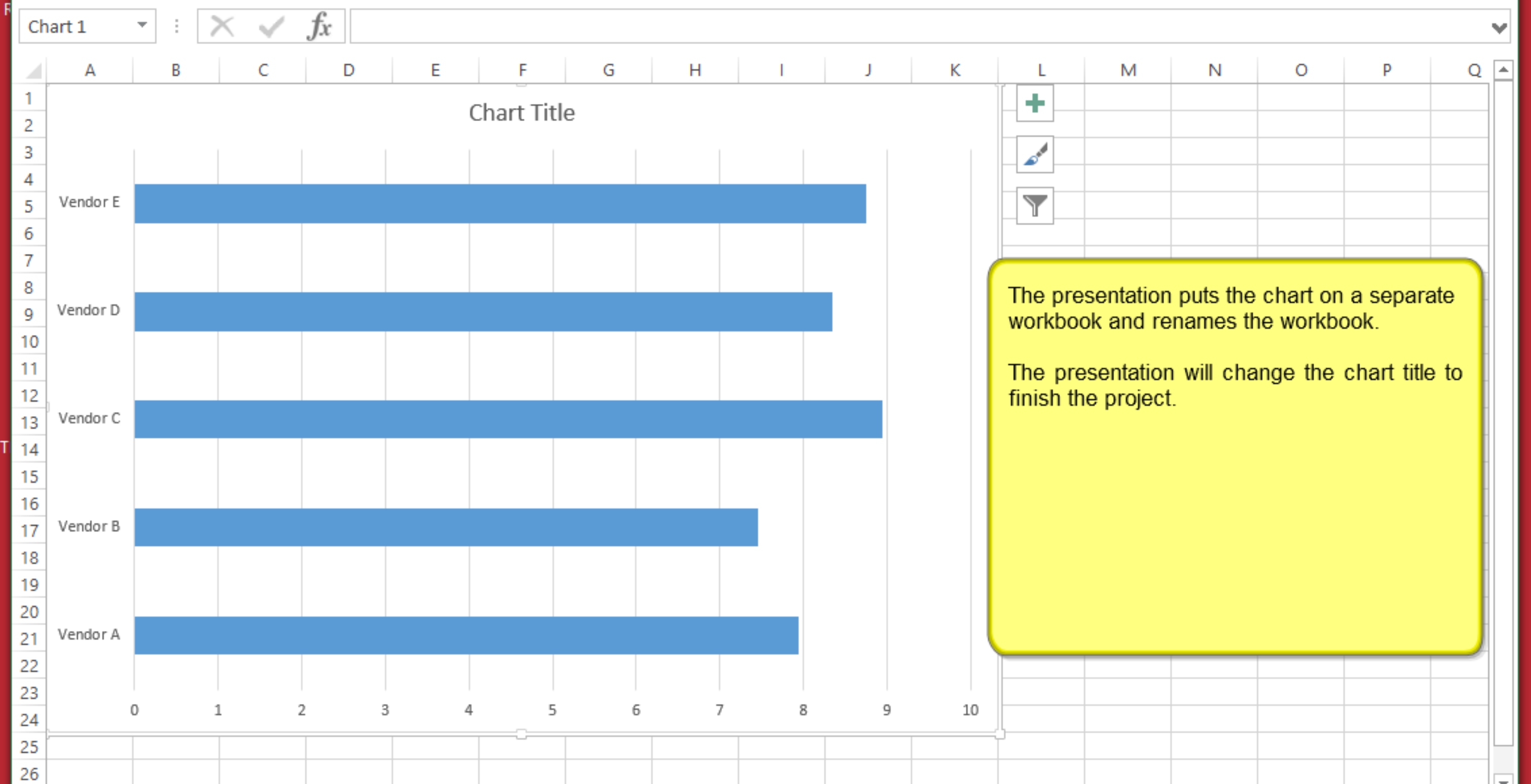
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CHART TOOLS

DESIGN FORMAT

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The presentation puts the chart on a separate workbook and renames the workbook.

The presentation will change the chart title to finish the project.