

## ACTIVITY 16: CIRCUIT CITY®

### New Skills Reinforced:

In this activity, you will practice how to:

1. insert a page header.

### Activity Overview:

There are a lot of features to consider when consumers are shopping for an MP3 player. Circuit City® Electronics Store will help you through the choices. They offer a wide variety of MP3 players to choose from.

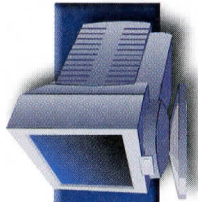
Circuit City's® commitment to customers remains strong. The technologies and solutions they provide can make a consumers shopping experience easier and more enjoyable. Their goal is to ensure just that, whether browsing through one of their stores or surfing the Web site.

The following activity illustrates how spreadsheets can be used to compute Circuit City's® MP3 player discount prices including sales tax.

### Instructions:

1. Create a NEW spreadsheet.  
**Note:** Unless otherwise stated, the font should be set to Arial, the font size to 10 point.
2. Type the data as shown. In cell D4, type your name as the Sales Representative.
3. Bold rows 7 and 8.
4. Format the width of column A to 65.0 and left align.
5. Bold cell A2 and change the font size to 14 point.
6. Format the width of columns B – F to 10.0. Right align cells B7 – F30.
7. Format cells B10 – F30 as numbers displaying 2 decimal places.
8. Format the height of rows 10 – 30 to 18.0.
9. Compute the formulas as follows for the first MP3 player:
  - a.  $\text{SALE PRICE} = \text{LIST PRICE} - \text{DISCOUNT}$  -> In cell D10, type **=B10-C10**
  - b.  $\text{SALES TAX} = 6\% * \text{SALES PRICE}$  -> In cell E10, type **=6%\*D10**
  - c.  $\text{FINAL PRICE} = \text{SALE PRICE} + \text{SALES TAX}$  -> In cell F10, type **=D10+E10**
10. Use the AutoFill feature to copy the formulas down for the remaining MP3 players.
11. Insert a page header that shows:
  - a. Left Section      Activity 16-Student Name
  - b. Center Section    CIRCUIT CITY
  - c. Right Section     Current Date
12. Display formulas in your spreadsheet by using <CTRL> + ` to check for accuracy.
13. Carefully proofread your work for accuracy.
14. Save the spreadsheet as CIRCUIT CITY.
15. Analyze the changes made to the data in the spreadsheet.
16. Set the Print Area to include all cells containing data in the spreadsheet.
17. Print Preview and adjust the Page Setup so that the spreadsheet fits on one page. Set the page orientation to landscape.
18. Print a copy of the spreadsheet if required by your instructor.

#### NEW SKILL



	A	B	C	D	E	F
1						
2	CIRCUIT CITY		MP3 Players & iPods ON SALE 12/09/2005			
3	1045 East Countryline Road					
4	Jackson, MS 39211		Sales Rep:	Your Name		
5						
6						
7		LIST		SALE	SALES	FINAL
8	MP3 PLAYER	PRICE	DISCOUNT	PRICE	TAX	PRICE
9						
10	Toshiba 10GB gigabeat Color Digital Audio Player (MEGF10L)	199.99	25.00			
11	SanDisk 1 GB Digital Audio Player (SDMX31024A18)	104.99	5.00			
12	Creative 1GB Zen Nano Plus (ZNPBU1GB)- T27	119.99	7.50			
13	Samsung 1GB USB Direct-Insert MP3 Player (YPU1Z)	129.99	10.00			
14	iRiver 1GB T10 Jukebox with Color Display (T10BLUE)	149.99	15.00			
15	Sony Network Walkman Digital Music Player (NW-E507)	199.99	40.00			
16	Creative 5GB Zen Micro MP3 Player (ZENMIC5DBLUE)	179.99	20.00			
17	Creative 5GB Zen Micro MP3 Player (ZMIC5RRD)	199.99	20.00			
18	Samsung 1GB Flash Color MP3 Player (YPT8Z)	249.99	50.00			
19	SanDisk Sansa 4GB m260 Digital Audio Player (SDMX34096A18)	199.99	20.00			
20	Olympus microbe 500i Digital Camera/MP3 Player (210010)	249.99	60.00			
21	Toshiba Silver 20GB Digital Audio Player with Color Display (MEGF20S)	249.99	25.00			
22	Apple 2GB Black iPod Nano with Color LCD (MA099LLA)	199.99	10.00			
23	Creative Labs 6GB Zen Micro MP3 Player (ZMIC6BLK)	199.99	15.00			
24	Samsung Micro HDD Jukebox with Color Display (YH-820MC)	229.99	20.00			
25	iRiver H10 5GB MP3 Player Lounge Gray (H10SLATEGREY)	249.99	20.00			
26	Creative Labs Zen Sleek 20GB MP3 Player (ZSEFBKSV)	249.99	15.00			
27	Toshiba 20GB Digital Audio Player with Color Display (MEGF20K)	249.99	25.00			
28	Apple 4GB White iPod Nano with Color LCD (MA005LLA)	249.99	0.00			
29	Creative Labs Zen MicroPhoto 8GB MP3 Player (ZMP8GBGY)	249.99	20.00			
30	iRiver 20GB Jukebox with Color LCD (H10TRANCERED)	299.99	20.00			

Source: <http://www.circuitcity.com>