# **CPSC 203 Tutorial** Spreadsheet Week 2 Lab 2

#### Recap

- Lookup function
  - Syntax
  - Lookup table
  - How the function returns a result
- Charts
  - How to create
  - How to customize (Design, Layout, Format)
  - Good Design Principles

### **Good Design Principles**

http://wiki.ucalgary.ca/page/Courses/Computer\_Science/CPSC\_203/CPSC\_203\_Template/Labs\_Template/Week\_2\_\_Lab\_1:\_Charts\_and\_Visual\_Design\_Rules

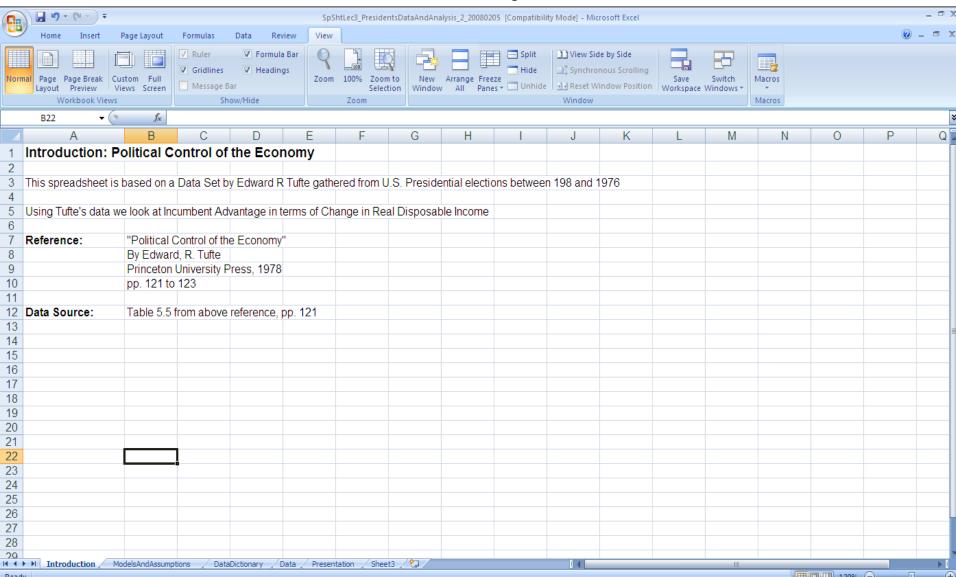
# Spreadsheet Design Rules

- A spreadsheet typically consists of
  - Data
  - Formula
  - Statistical function (sum, average, ...)
  - Summary
  - Charts
- A spreadsheet should be
  - Self explanatory
  - Concise
  - Comprehensive

### Parts of a Good Spreadsheet

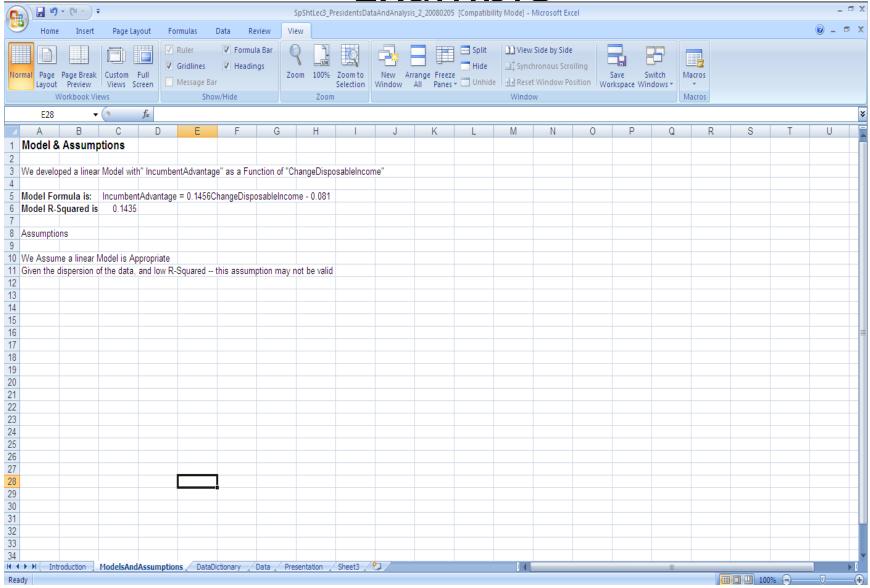
- Introduction:
  - What it is about?
  - Author, Purpose, Version, revision dates, etc.

#### Example



# **Model and Assumptions**

 Justify any models, summary statistics, or calculated variables you are using. Example



#### **Data Dictionary**

- Should be in tabular format.
- Following fields should be there:
  - Location (cell range)
    - Format: SheetName!Cell Range
  - Name
  - The **Data Class** it is (Raw Data, Statistical Summary, Calculated Variable, Score etc.),
  - Data Type (e.g. Integer, Text, Currency, Date, etc.) and
  - Description (a description of the data or what it's 'purpose' is).

# Example

Location	Name	Data Class	Data Type	Description
Sheet1!B4:B23	Movie	Raw	Text	Name of the movie
Sheet1!c4:c23	Distributor	Raw	Text	Distributor of the movie
Sheet1!d4:d23	Genre	Raw	Text	Movie Genre
Sheet1!e4:e23	MPAA	Raw	Text	Rating
Sheet1!f4:f23	2008 Gross	Raw	Currency	How much money it made in 2008
Sheet1!g4:g23	Tickets sold	Raw	Number	Number of tickets sold
Sheet1!h4:h23	Category	Calculated	Text	*****

# **Raw Data** Data that is given.

#### **Calculated Data**

- Summary Statistics
- Derived variable

#### **Charts & Analysis**

- Follow the good chart design principles.
- Present your findings
  - What each of the chart says
  - What's the overall finding