***Before you start, please:***

1. Insert the CIS125 class USB Thumb drive
2. On the USB root folder/directory, create the ***CIS125*** folder (unless the folder already exists)
3. Under ***CIS125***, create ***Week7-Files*** folder (unless the folder already exists)
4. Use ***USB-thumb-drive-letter:\CIS125\Week7-Files*** to store all week one files
5. Download ***Week7-Assignment.docx*** to ***Week7-Files*** folder
6. Open the ***USB-thumb-drive-letter:\CIS125\Week7-Files\Week7-Assignment.docx*** file,answer all questions, save the changes to the file, and upload to Moodle.

Instructions:

1. Open week 6 excel file.
2. Highlight cell range A4:D12.
3. Click on the Table Design tab and select convert to range.
4. In cell E4 enter the text Monday.
5. Then use the fill handle to autofill the days from F4:I4.
6. In cell E5 enter the function =randbetween(20,100).
7. Use the fill handle to copy the formula for cells E5:I12.
8. In cell J4 enter the text Average, K4 Maximum and L4 Minimum.
9. Calculate the average using the function for cells J5:J12.
10. Calculate the maximum using the function for cells K5:K12.
11. Calculate the minimum using the function for cells L5:L12.
12. Save file and submit in moodle.

Output:

