HPER 448
Excel Grading

Data entry

Variable creation

Point values (earned and possible)

Cell format

FORMAT > CELLS > NUMBER > NUMBER > DECIMAL PLACES

Helpful formulas

1. Class average (for assignments or semester)
   \[=\text{AVERAGE}(\text{var1:varX})\]

2. Create a weighted component (weight of entire grade) with one variable that is already a %
   \[=(\text{SUM}(\text{var})\times \text{weight})\]

3. Create a weighted component (weight of entire grade) with one variable that is NOT a %
   \[=(\text{SUM}(\text{var})/\text{possible points})\times 100\times \text{weight}\]

4. Create a weighted (weight of entire grade) component with multiple variables
   \[=((\text{SUM}(\text{var1:varX})/\text{possible points})\times 100)\times \text{weight}\]

5. Final grade
   \[=((\text{SUM}(\text{var1:varX}))\]

SAMPLE DATA:

<table>
<thead>
<tr>
<th>Students</th>
<th>Test1</th>
<th>Test2</th>
<th>Quiz1</th>
<th>PAD1</th>
<th>PAD2</th>
<th>PAD3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brown, Jose</td>
<td>80</td>
<td>88</td>
<td>10</td>
<td>20</td>
<td>10</td>
<td>27</td>
</tr>
<tr>
<td>Sand, Louise</td>
<td>92</td>
<td>90</td>
<td>12</td>
<td>20</td>
<td>10</td>
<td>29</td>
</tr>
<tr>
<td>Vann, Dude</td>
<td>77</td>
<td>85</td>
<td>13</td>
<td>20</td>
<td>10</td>
<td>28</td>
</tr>
<tr>
<td>Wang, Gene</td>
<td>88</td>
<td>90</td>
<td>15</td>
<td>20</td>
<td>10</td>
<td>25</td>
</tr>
<tr>
<td>POSSIBLE</td>
<td>100</td>
<td>100</td>
<td>15</td>
<td>20</td>
<td>10</td>
<td>30</td>
</tr>
</tbody>
</table>

Enter these data and determine class averages for each assignment

Weight the tests as 30% of the final grade
Weight Quiz1 as 10% of the final grade
Weight PAD1-3 as 60% of the final grade
Determine each student’s final grade