Memo

To:         Dr. Reese
From:       Shane Adams
Date:       11/2/2010
Re:         Charting/Graphing Exercise

Message

This assignment was generated to demonstrate some basic skills with in Microsoft Excel, such as entering data into cells and then selecting the correct chart to represent the data. I feel that this assignment was fairly easy and was a great way to help everyone get their basic skills of excels back. I personally used Microsoft Excel 2010, this program is a lot different than the previous Excel programs that I have used. All of the same functions are still there but the lay out and option buttons is completely different, this changed throughout all Microsoft programs in 2010. It took a minute to get used to these changes but once I was able to I flew through this assignment.

1. This step was very tricky, normally making charts and graphs for me is extremely easy but at first I was unable to insert numbers into a cell, an hour later we finally figured out the problem. If a US student wanted to travel to New Zealand they would want to go during the summer months, same with Australia, because that is when they are giving you the most of their currency for our own currency. Developing this chart was really interesting because I didn’t even think to do this if I were contemplating going to two different countries with a certain amount of US dollars.

2. This graph really opened my eyes to what search engines to use when searching for more 'professional' topics. Google scholar is the best search engine for this topic, because of the basis that it has. This graph is a really good representation for these sources.

![Search Engines for nonpoint source pollution](image)

3. For this step I used a pie chart to display the spread of male to female ratio. Sitting in class I haven’t realized how evenly split the sex of the class was. I retrieved this information on November 1st.

![Female/Male Break Down of TSM 251](image)

4. This line graph shows the constant change with beef cattle prices per 5 head of cattle per hundred weight over a 21 month period. When looking at the chart of the prices I am never able to visualize the actual change but when i put it in a line graph it is extremely obvious and educational which way the trend is going.
This assignment was really fun, and interesting to do at the same time. It has been a couple years since I have been able to make charts, graphs and other display units in excel and it felt great to get the cob webs off so to speak. My skills for excel were definitely put to the test when I first started out because I was having technical problems, I wasn’t able to insert anything numbers or letters into any cell. After my roommate’s dad figured out the problem this assignment was extremely easy. Creating charts, graphs and other data representatives has always been something I have enjoyed doing.