Excel Worksheet - Pizza Shop Supplies

	A	B	C
1	Pizza Shop Supplies		
2			
3			
4	Items:	Qty.	Cost/Pound
5	Cheese	150	1.99
6	Pepperoni	120	2.5
7	Sausage	85	2.99
8	Mushrooms	50	3.49
9	Tomato Sauce	200	0.5
10	Flour	200	0.15
11	Anchovies	40	2.85
12	Peppers	95	4.35
13	Pineapple	100	5.06
14	Canadian Bacon	75	1.75
15	Ham	55	1.65
16	Olives	25	2.35
17	Jalepenos	10	1.15
18	Spinach	10	2.2
19	Feta Cheese	20	4.45
20	Barbeque Chicken	27	6.8
21	Tomatoes	195	1
22	Lettuce	22	0.25
23	Cinnamon	15	0.35
24	Sugar	35	0.18
25	Total:		

1. Create a new folder in your Document Folder called: Excel. (1pt)
2. Open MS Excel and save a new spreadsheet in your Excel folder as: PizzaShop_XX (2pts)
3. Type the data in your new spreadsheet exactly as written above. Make sure that you enter data in the correct cells. (5pts)
   - Merge and center cells A1 to C1(1pt)
   - Center the data in row 4 (1pt)

   Change the table you created as follows:
   - **Create addition formulas in cells B25 and C25 to calculate the totals for those columns.** Do not just type in the numbers. (4pts)
   - Center the data in Column B (1pt)
   - Select the data in cells C5 to C25. Under the Home tab, click on the drop down menu next to "Number". Select "Accounting", and format with 2 decimal places and the $ symbol. (3pts)
   - Color the TEXT (not the background) in rows 7 and 8 RED (2pts)
   - BOLD the text in Row 16 (1pt)
   - Underline the text in A13 and A20 (2pts)
   - Italicize all the text in Column B (1pts)
   - Change the font for Columns A and B to Courier New (2pts)
   - Auto Adjust Column width for A and C (2pts)
4. Save all changes and submit on Google Classroom. (2pts)