

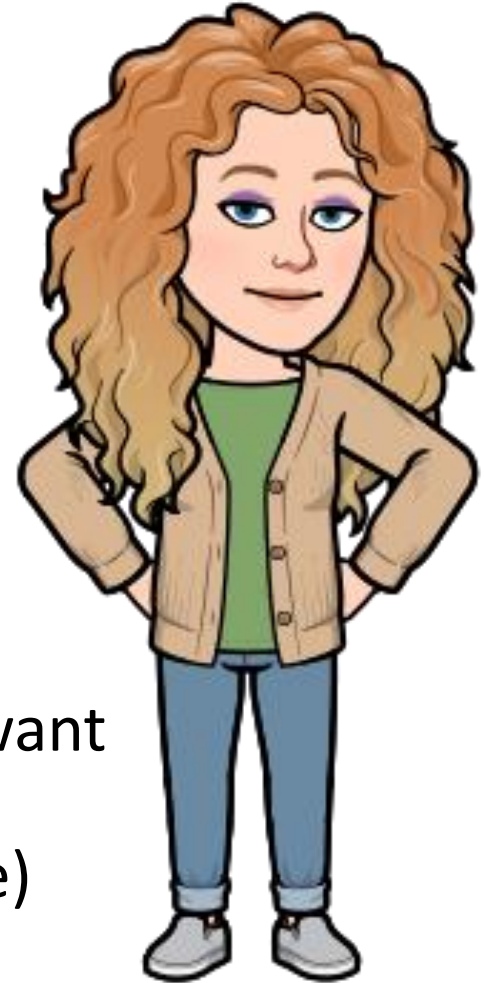


Excel & Forms:
Participant Slides

**All of the resources you need for Excel & Forms!
Hint: Create a folder in OneDrive for Data and
save this deck there!**

Excel Tips and Tricks: Link to Video Tips

- Easily adjust column and row size
- Inserting columns and rows
- Basic formulas: Demo
 - Highlight numbers and view quick info
 - Auto Sum, average, min, max
 - Using cell references (use = and cell numbers)
 - Formula: =sum()
 - Shortcut for sum: Alt = (hit at the same time in the cell you want to sum)
 - Sum different parts of the screen: =sum(cell range, cell range)



More Resources!



[Introduction to Excel - Microsoft Educator Center](#)

[Top 20 Microsoft Excel Tips & Tricks – YouTube](#)

[More Training and How-To's](#)

More Ways to use Forms in your classroom

- [Flip with Forms!](#)
- [Authentic math assessments with equation builder](#)
- Communication and feedback from students and parents
 - For parents and students of other languages, demonstrate how to use Immersive Reader in Forms and the survey will be translated for them.
 - Use in classrooms for students' SEL and mood check-ins

Forms Resources

- [Best Practices Using Forms for Quizzes and Grading](#)
- [Branching Instructions](#)
- [Microsoft Forms YouTube Playlist](#)



Contact
Me for
More
Support!

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CHECKMATE!

