



### Computer Project: TECHNOThink

#### Overview:

In this project, students put on their thinking caps to create some brainteasers that are sure to challenge their friends. Using Microsoft Excel, they are introduced to a spreadsheet environment by playing, you found My X-Cell. They apply their new-found knowledge to create a word search. The fun continues when students produce a mad lib, which are funny stories that are spontaneously made up with an unexpected result. To complete the project a quiz id developed using simple if-then statements that immediately tells the respondent whether they are correct or need to try again.

#### Covered Objectives:

- ☞ open Microsoft excel
- ☞ how to enter text
- ☞ move from cell to cell
- ☞ fill a cell with color
- ☞ select multiple cells to clear contents and formatting
- ☞ setup each worksheet
- ☞ save a workbook
- ☞ add target
- ☞ play you found my x-cell
- ☞ exit Microsoft excel
- ☞ create a word search
- ☞ adjust the width of a column
- ☞ align text to the center of a cell
- ☞ center the worksheet on the center of the
- ☞ merge and center cells using the Merge and Center tool
- ☞ outline a cell with a borderline using the Borders tool
- ☞ add letters into word search grid
- ☞ insert clip art
- ☞ resize and reposition clip art on a worksheet

#### Activities & Sample Work:

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