Fractions in Excel

- 1. Students open a blank worksheet in Excel.
- Click on the gray cell that is above the number 1 and to the left of column A. (This will select all the cells in the spreadsheet.)



3. With the cells selected, click on the Border button and choose to outline all cells.



- 4. Click and drag to highlight some of the cells in column A.
- Click on the Paint Can button on the Toolbar to fill the cells with a color of your choice.
- Next, click and drag to select only <u>some</u> of the cells that you just filled with a color and fill those with a <u>different</u> color. (Using the paint can button again.)
- 7. Write the correct fractions in column B next to your colored cells. (see example)
- 8. Repeat for other fractions.



SEE EXAMPLE BELOW

Example:

	A	В	C	D
1				
2				
3		2/6 = orange		
4		4/6 = yellow		2/11 = orange
5				1/11 = green
6				2/11 = yellow
7				6/11 = red
8				
9				
10				
11		5/7 = green		
12		2/7 = blue		
13				
14				
15				
16				
17				
18				
19				
20				