

# Unit 1 Lesson 8: Spreadsheet Shortcuts

## 1 Tables of Equivalent Ratios (Warm up)

### Student Task Statement

Here is a table of equivalent ratios:

$a$	$b$
3	15
10	50
6	30
1	
	80

1. Complete the table with the missing values.
2. Explain what it means to say that the pairs of numbers are equivalent ratios.

## 2 The Birthday Trick (Optional)

### Student Task Statement

Navigate to this activity in the digital version of the materials or to [ggbm.at/djcz6fjf](https://ggbm.at/djcz6fjf).

1. In cell B4, we want to enter  $= B1 * 5$  to multiply the month by 5. Enter this, but when you are about to type B1, instead, click on cell B1. This shortcut can be used any time: click on a cell instead of typing its address.
2. Practice this technique as you program each cell in B5 through B10 to perform the right computation.
3. When you are finished, does cell B10 show a number that contains the month and day of your birthday? If not, troubleshoot your computations.
4. Try changing the month and day in cells B1 and B2. The rest of the computations should automatically update. If not, troubleshoot your computations.

### 3 Using Spreadsheet Patterns (Optional)

#### Student Task Statement

Navigate to this activity in the digital version of the materials or to the URL, [ggbm.at/wu9t7kkd](https://ggbm.at/wu9t7kkd).

The spreadsheet contains a table of equivalent ratios.

1. Use spreadsheet calculations to continue the pattern in columns A and B, down to row 5.  
Pause for discussion.
2. Click on cell A5. See the tiny blue square in the bottom right corner of the cell? Click it and drag it down for several cells and let go.
3. Repeat this, starting with cell B5.