Mini Group Project Week 2

Due: Week 3, in Activity Session

You will be doing three Excel-based group projects outside of class, starting after the first exam. For each of the next three weeks you will complete a short group project outside of class, to prepare you to work productively with your peers on the larger projects.

Week 2 Goals: Support and gain support from your peers as you make a chart in an Excel spreadsheet. Get acquainted with more of your peers.

Step 1. Choose a CSU campus to study in this assignment. Determine who will compile the final group project, which is made up of contributions from each individual group member. Discuss whether or not you have experience making charts in Microsoft Excel.

Individual Component (each student does this)
This part is "individual" because each student receives his or her own grade on this part. However, you do not need to work completely independently. Be sure to ask your group for help if you need it, and offer help to your partners if they are having difficulty. If all of you need help, reach out to one of the other resources for the course.

Step 2. If you do not have Excel on your computer, take advantage of the campus program that provides Microsoft Office free to all students. http://www.csulb.edu/divisions/aa/academic_technology/thd/student_advantage/
All campus computers also have Microsoft Office.

The data file you will use for this assignment has two sheets (you can switch which sheet you are looking at using the tabs at the bottom of the Excel screen. The second sheet shows a sample graph, like the one you will create with your data for the Individual component of this assignment.

In Microsoft Excel, open the data file for this assignment, which is called Math115ActivityGroupProjectWeek2_Data.xlsx, and can be found on the Business Calculus Website, where you found these instructions.

Copy the data for your campus and paste it into the “your data” portion of the Excel page, cells B15-B19. Put your campus name in cell B14. To do this, select the data, and use Copy and Paste from the Edit menu; do not retype the data.

Step 3. Create a scatter plot that displays the enrollment on your campus on the vertical axis and the year in the horizontal axis. If you don’t know how to do this, try using a web search. (For example, I searched for "Scatterplot Excel version 2008 for Mac" and found hundreds of people who wanted to show me how to do it, some with videos.)
Mini Group Project Week 2 Instructions

Step 4. Format your chart to include a title and labels on the vertical and horizontal axes. Click on the legend to select it, and press the delete key to remove it (where there is only one data series, you don’t really need a legend). Double clicking on parts of the chart gives you the opportunity to change the colors and line weights. Make your chart pretty.

Step 5. Spreadsheets help us calculate things easily. Here you will use the spreadsheet to calculate the average enrollment on the campus you are studying from 2009 to 2013, in cell B20. There are many ways to get the formula you need into cell B20. Here’s one: type "=Average(B15:B19)" in cell B20 and press enter. Here’s another: Use the insert menu to insert a function, and select Average from the list of available functions. (An internet search will reveal many tutorials for doing this, as well. Search for "Insert Function" in addition to the version of Excel you are using and your platform (Windows or Mac).)

Individual Report


Select your scatterplot in Excel, by clicking on the edge, select Copy from the Edit menu. Click the Word file, and select Paste.

Step 7. Write a short paragraph that describes the data in words.

- In your description, use at least one numerical value from the data. Remember when you are writing that details lend validity. It is better to say "The enrollment reached a maximum value of xxx in 2008," than to say "The enrollment reached a maximum in 2008." Other than the maximum and minimum, other descriptive vocabulary includes increase, decrease, oscillate and remain constant.

- In your description, state the average enrollment over this period. Say if more of the data lies above or below the average value.

Step 8. Step 8 ends the Excel component of this assignment. Write a few sentences about your experience using Excel. Were you comfortable figuring out what to do? How did it go?

Group Component (do this together)

Step 9. Look at the scatter plots of the enrollment for the three schools that the members of your group studied. Discuss the items below.

- What was similar about the data from each of your three schools? What was different?

Your Group Report consists of the paragraph summarizing your discussion. Use the title "Math 115 – Week 2 – Group Report," and list the names of all group members in the header.
What to turn in
Each group will turn in 4 pages. There will be one page for each individual report and one page for the group report.

To get the point of the assignment, you must work together

- If only one member of the group does the individual portion and the other two members don’t do anything, that one individual will receive full credit.
- If two members of the group do their individual portions and compile the information into a group report, and the other group member does nothing, the two group members who submitted work both receive full credit.
- If all three members do their individual portions and a group portion all three will receive full credit.
- If a person turns their individual portion in separate from the group, they will only receive partial credit.