

Evaluating your work (Excel)



My document is _____

Once you have finished your work you should think about how it could be improved. This can be difficult to do so below are some questions to help you.

1) When evaluating excel spreadsheets think about :

a. Have you checked your formulas are correct ? _____

b. Does your formatting (borders & shading) help make the spreadsheet clear ?

c. If you have used a chart what does it show what it should?

d. Does your spreadsheet look interesting, if not why?

e. What are the good / bad points of your spreadsheet, why ?

2) If you were to start again what would you do differently ?

