

## Finances

Now that your band have created their new tracks they are ready to start getting CDs duplicated so that they can sell them and start making a profit.



Because CD duplication is so expensive your **bank manager** is really worried that you may go bust. He has asked that you create a **spreadsheet** to show him your **costs and incomes** before he will lend you any money for making a video.

Here is the information you need to complete this spreadsheet task:

**Number of CDs sold**      **50**

| Costs (per CD)        |       | Income (per CD) |       |
|-----------------------|-------|-----------------|-------|
| Blank CD              | £0.20 | Sale of CD      | £7.99 |
| CD burning            | £0.45 |                 |       |
| Image printed onto CD | £0.15 |                 |       |
| Colour printed inlay  | £0.25 |                 |       |
| CD case               | £0.10 |                 |       |
| <b>Overall Costs</b>  |       |                 |       |
| Advertising           | £250  |                 |       |

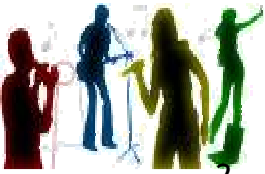
Here are the jobs your bank manager wants you to do:

1. Enter the data above into a spreadsheet and **format** the cells as text or **currency**

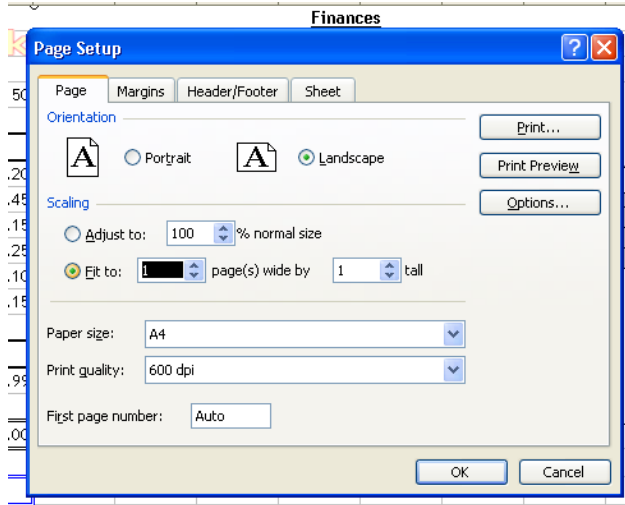
The screenshot shows a Microsoft Excel spreadsheet titled 'Finances'. The spreadsheet contains the following data:

| Costs (per CD)        |       | Income (per CD) |       |
|-----------------------|-------|-----------------|-------|
| Blank CD              | £0.20 | Sale of CD      | £7.99 |
| CD burning            | £0.45 |                 |       |
| Image printed onto CD | £0.15 |                 |       |
| Colour printed inlay  | £0.25 |                 |       |
| CD case               | £0.10 |                 |       |
| <b>Overall Costs</b>  |       |                 |       |
| Advertising           | £250  |                 |       |

The 'Format Cells' dialog box is open, showing the 'Number' tab. The 'Category' is set to 'Currency'. The 'Symbol' is set to '£'. The 'Decimal places' are set to 2. The 'Negative numbers' section shows the 'Text' option selected, with a sample of '-£1,234.10'.



2. Make sure your spreadsheet prints out on one page in landscape view



HINT: To change PAGE SETUP have a look in the FILE menu...

3. Make your spreadsheet look cool with your band style and logo

4. Use the Autosum function to work out the total cost per CD

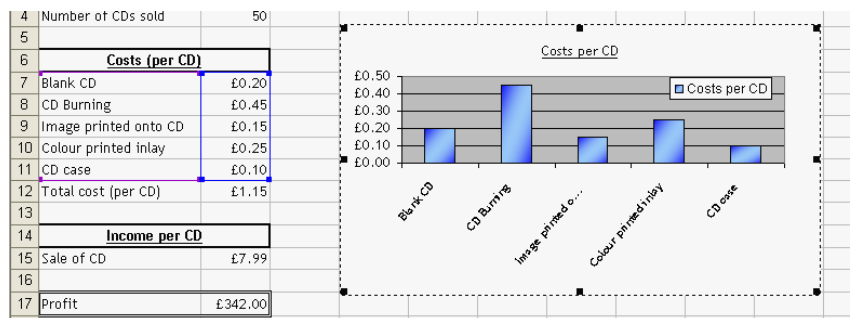


HINT: To use AUTOSUM, select the area you want to add up and click on the backwards looking E...

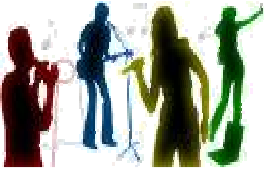
|    | A                     | B     | C     |
|----|-----------------------|-------|-------|
| 1  |                       |       |       |
| 2  | <b>Star Struck</b>    |       |       |
| 3  |                       |       |       |
| 4  | Number of CDs sold    | 50    |       |
| 5  |                       |       |       |
| 6  | <b>Costs (per CD)</b> |       |       |
| 7  | Blank CD              | £0.20 | £0.50 |
| 8  | CD Burning            | £0.45 | £0.40 |
| 9  | Image printed onto CD | £0.15 | £0.30 |
| 10 | Colour printed inlay  | £0.25 | £0.20 |
| 11 | CD case               | £0.10 | £0.10 |
| 12 | Total cost (per CD)   | £1.15 | £0.00 |
| 13 |                       |       |       |

5. Create a column chart of costs per CD

HINT: Use the CHART WIZARD to create the column chart...



6. Use a formula to find profit - this will be :



(Sale of CD x number of CDs sold) - (total cost per CD x number of CDs sold) - overall costs

7. Once you have created your spreadsheet the manager wants to know how much profit you would make if :

You sold 25 CDs

The cost of advertising went up to £400

The cost of a blank CD went up to £0.50

Your CD was sold in a sale at 1/2 price

Record these answers on your spreadsheet.