



Vocabulary: inline graphic, magical + sign, parent folder percent increase formula, revision history, wrap around graphic

Hello everyone (Barbara, Bob, Connor, Jo, Lisa, Terri and Wynnette)

Last week, you made 4 documents and changed the sharing specs on each one so that sbergen33@gmail.com could edit and so that larrybirddoll@gmail.com could view only and comment.

I have tried to alter all or most of your documents turned in so you can see how they appear from the two people (LB and me).

This week, I would like to get you going with folders and the efficiency of working with them.

Here is the overview

You can create a folder in your Google Drive called "HW for Steve from ????" using our name of course. You can program the specs of that folder to be sbergen33@gmail.com can edit and larrybirddoll@gmail.com could view only and comment.

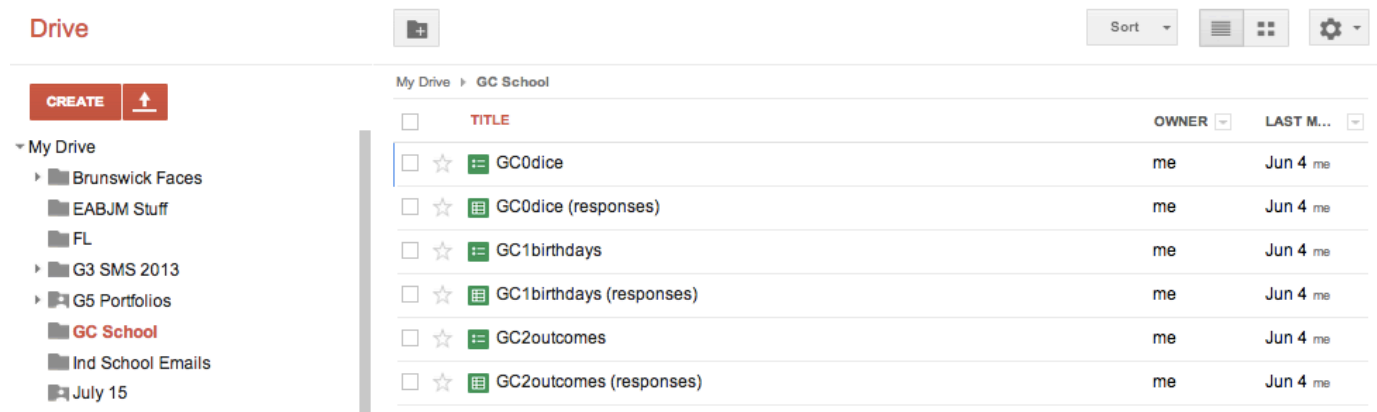
Then when you drag or move any files into that folder, they inherit those specs.

Got it? See the advantage? You can get this done right now and share it right now even though it will be a few days before you put any files into it.

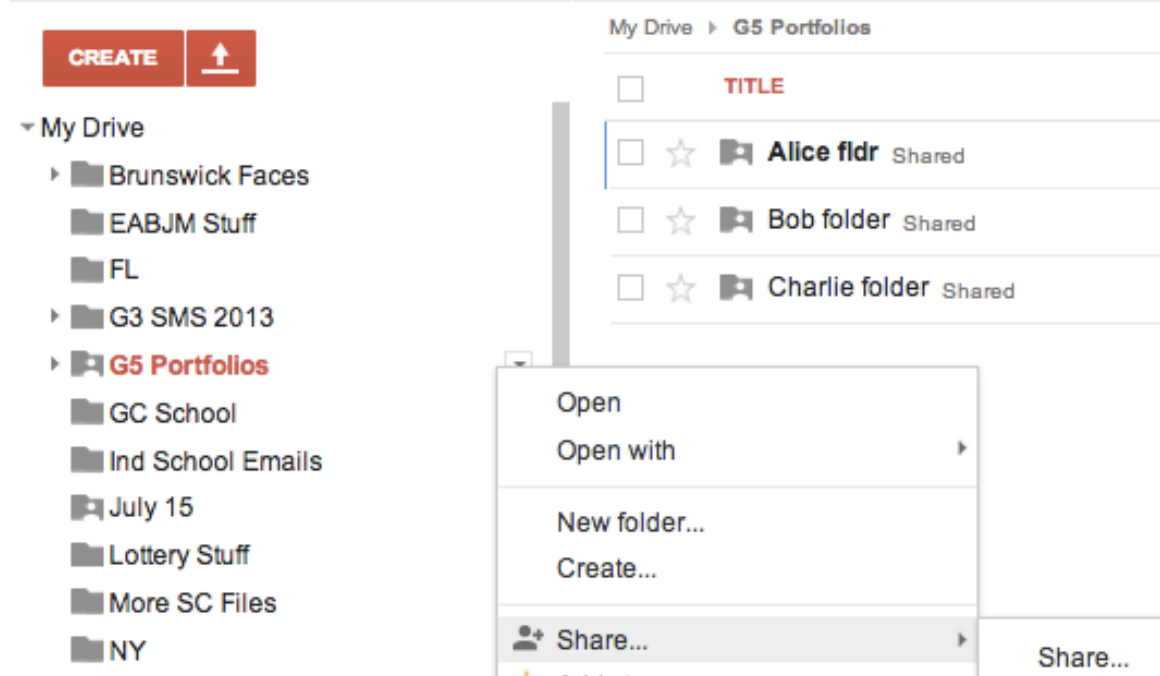
Perhaps we want a third person to have EDIT ability or a fourth person to have VIEW ability. You do not need to go each of the separate documents but just change the specs of the enclosing folder called "HW for Steve from ????" and this changes automatically and automagically all of the documents inside.



So you make a folder using the CREATE button. You drag files into that folder or you can use the action button called MOVE. In the picture below, you are looking at a GD folder called GC School that contains 6 files. If I access the SHARING SPECS of the GC folder by either right-mousing (PC) or ctrl-clicking (MAC) on that folder, I can change the specs of that enclosing folder and that affects all 6 of the inside files plus any more that get dragged in!



In this next example, you will see that I have a folder called G5 Portfolios that contains separate folders for each child in the class. Notice that you can also use the triangle tab next to G5 Portfolios to access sharing. The key idea is that changing the specs of the "parent folder" called G5 Portfolios changes all the specs of the enclosed items.

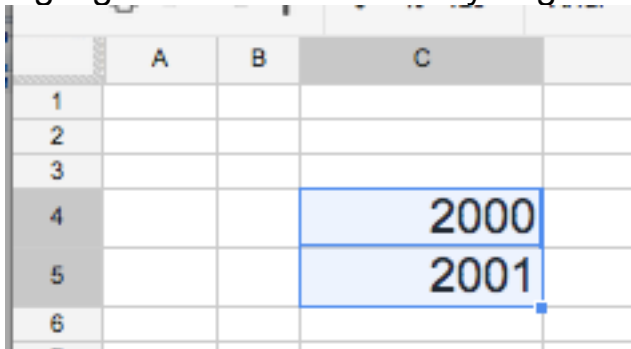


Next topic? Let us go a step further with spreadsheets and calculate 7% interest on \$100 deposited in a bank in the year 2000. My intention is to extend your spreadsheet skills in each of the 10 lessons. Please tell me if have a lot of spreadsheet skills and I will do more for you privately each time we have our 30 minute phone/skype call.

First skill for this week is called "dragging down with the magical + sign."

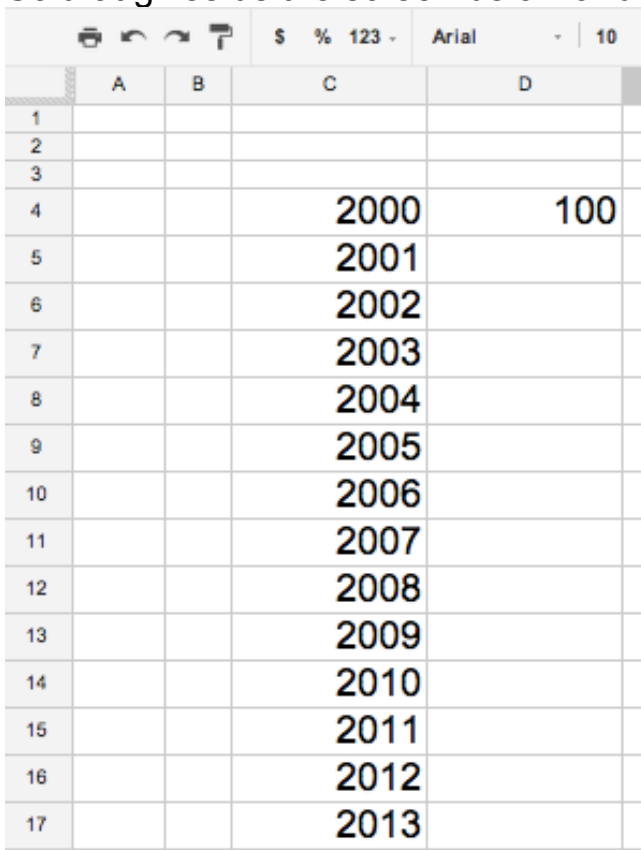
I type in 2000 and then 2001.

I highlight both and then move to the bottom right corner of the blue and watch the arrow turn into a magical + sign and drag down. Remember that you need to highlight both and wait until you get the + before you drag down.



	A	B	C
1			
2			
3			
4			2000
5			2001
6			

So that gives us the screen below and we now add 100 into the cell next to 2000.



	A	B	C	D
1				
2				
3				
4			2000	100
5			2001	
6			2002	
7			2003	
8			2004	
9			2005	
10			2006	
11			2007	
12			2008	
13			2009	
14			2010	
15			2011	
16			2012	
17			2013	



If you highlight the 100 and click on \$ in the toolbar, you can make it look like money. More importantly, we add our next formula. Last week it was something like =SUM(C4:C10) but this week it is a formula that will add 7% to what is currently in cell D4. One way to do this is to take .07 times D4 and add to D4. This yields

$$=D4+(D4*.07)$$

The other way is just to multiply D4 by 1.07 to get

$$=D4*1.07$$

Either way, we get 107 in cell D5. We now click D5 (just the ONE cell D5) and drag down to get our final result after we use the \$ icon to format all of them as money.

	A	B	C	D
1				
2				
3				
4			2000	\$100.00
5			2001	\$107.00
6			2002	\$114.49
7			2003	\$122.50
8			2004	\$131.08
9			2005	\$140.26
10			2006	\$150.07
11			2007	\$160.58
12			2008	\$171.82
13			2009	\$183.85
14			2010	\$196.72
15			2011	\$210.49
16			2012	\$225.22
17			2013	\$240.98
18				

Got it? I hope so but the supporting video will give you more info as well as insights into the spreadsheet homework problem of the week.



Homework Summary

Assignment 2A: Read this handout

Assignment 2B: Watch these videos that are now also duplicated on summercore.com/videos since the yellow links do not work for everyone

Yes, that is a new algorithm for me starting week 2. I will post all the videos onto summercore.com/videos to give you another way to access them.

- [Calculating Interest Rates](#) (8 minutes)

<http://www.youtube.com/watch?v=goIVd1geuuU&feature=youtu.be>

This video demonstrates the interest rate as described on the previous page and challenges you for HW to calculate what happens at various percentages. This video also teaches you about wrap around vs inline regarding graphics.

- [Shared Presentation](#) (12 minutes)

<http://www.youtube.com/watch?v=Vm5wpF8nkLs&feature=youtu.be>

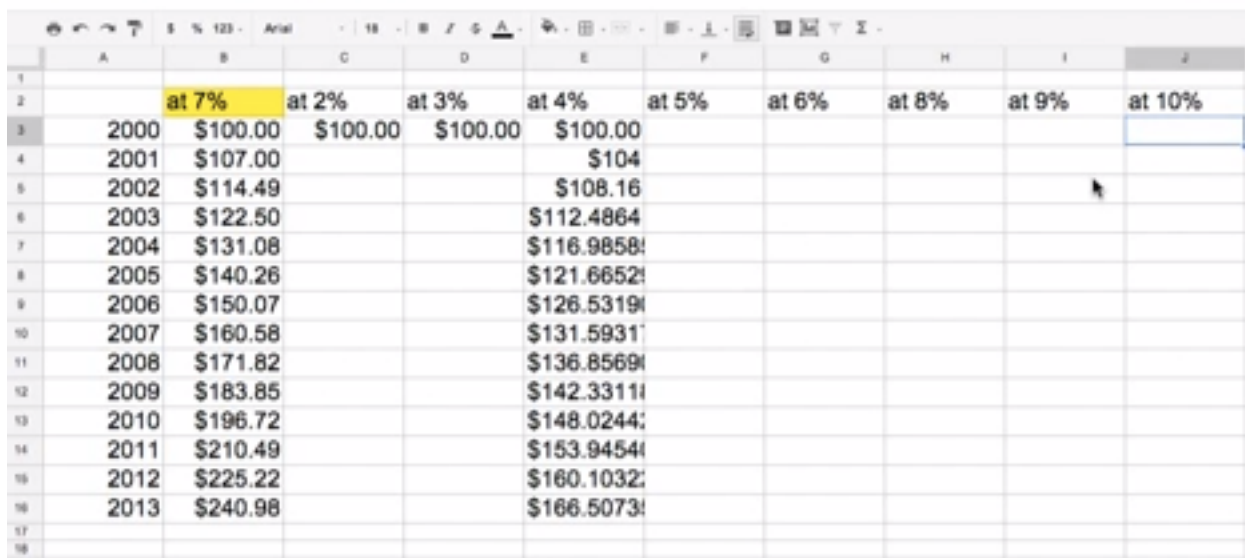
This video shows the creation of a new file called tinyurl.com/33lesson2 that will be a shared Google presentation in which we get to know the other people in this class. We have a total of 7 people in our course from TX, TN, FL and WA. It is time to get to know each other!

Assignment 2C: Schedule a 30 minute phone call or skype or face time or google hangout with me. I am most happy to teach you how to work with any of the free video chat systems .

Assignment 2D: Please continue to contribute to our WIKI located at the tinyurl.com/sconlinegd webpage. You can also edit and improve someone else's entry.

Assignment 2E: Based on the two videos, you need to

create one brand new Spreadsheet file called Lesson 2 Interest Rate in which you need to generate columns for various interest rates. Keep your eye on how many years it takes the money to double. Free free to add more interest rates for columns such as 12%, 18%, 24% and you might see the pattern. This file gets dragged into your folder called HW for Steve from ??? and it will automatically get the correct specs. Its name should be Lesson 2 Interest Rate Jane Doe.



	A	B	C	D	E	F	G	H	I	J
1		at 7%	at 2%	at 3%	at 4%	at 5%	at 6%	at 8%	at 9%	at 10%
2										
3	2000	\$100.00	\$100.00	\$100.00	\$100.00					
4	2001	\$107.00			\$104					
5	2002	\$114.49			\$108.16					
6	2003	\$122.50			\$112.4864					
7	2004	\$131.08			\$116.9858					
8	2005	\$140.26			\$121.6652					
9	2006	\$150.07			\$126.5319					
10	2007	\$160.58			\$131.5931					
11	2008	\$171.82			\$136.8569					
12	2009	\$183.85			\$142.3311					
13	2010	\$196.72			\$148.0244					
14	2011	\$210.49			\$153.9454					
15	2012	\$225.22			\$160.1032					
16	2013	\$240.98			\$166.5073					
17										
18										

Assignment 2F: modify the presentation called tinyurl.com/33lesson2 by fixing the ONE SLIDE that belongs to you. You need to fill out the info, add a picture and a favorite YouTube video

Assignment 2G: Just like last week, create a total of 4 docs (drawing, WP, SS, presentation) with names such as Lesson 2 Drawing Jane Doe Sept 20. One of these documents is the SS (spreadsheet) assigned above with interest rates. One of these documents should be a WP document that contains two graphics, one that is IN-LINE and one that is WRAP AROUND. The drawing and presentation docs can be blank just saying "hello" in each one. All 4 files begin with Lesson 2 and end with the date of creation.

However, do NOT give them any sharing specs. Then use the folder you created (or else created it now) called HW for STEVE from ??? and make the specs of this folder be sbergen33@gmail.com can edit while LarryBirdDoll@gmail.com can simply view. At first, the folder has no files in it. When



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you drag any subsequent folder into the HW for STEVE from ??? Folder then you will see the magic happen regarding the specs.

Have a good week,

Steve



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