

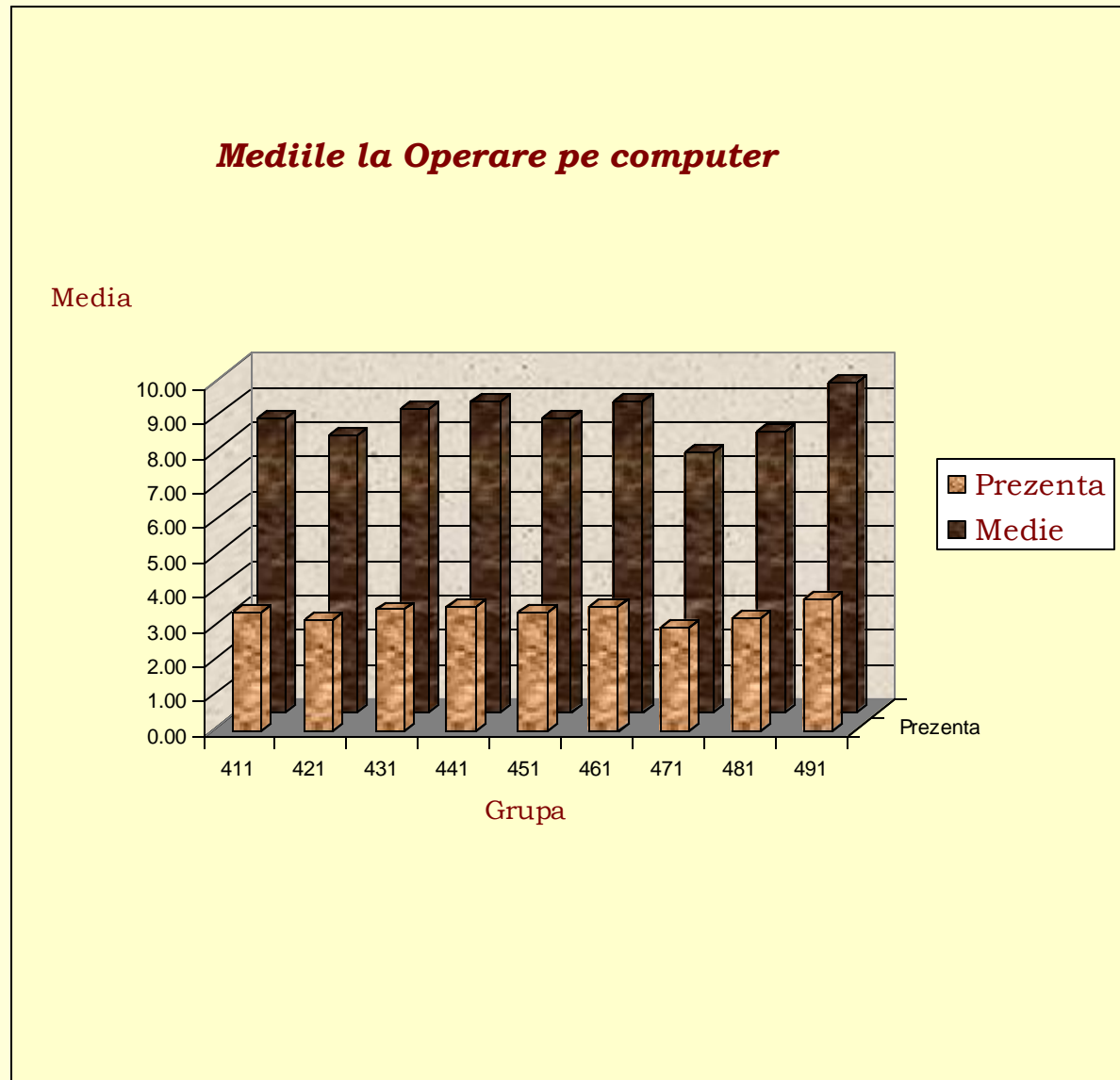
# ***Birotica → Excel<sub>=2</sub>***

1. Prezentare generală
2. Ferestra Excel
3. Divizarea unei foi de calcul
4. Blocarea capetelor de tabel
5. Ascunderea registrelor, foilor de calcul, rânduri, coloane
6. Tipuri de date
7. Completarea datelor
8. Comentariile
9. Formule (Calcule)
10. Denumirea celulelor
11. Copierea formulelor – adrese *absolute*
12. Inserarea funcțiilor
13. Insert ~ Chart
14. Insert ~ Diagram
15. Insert ~ Picture
16. Tools ~ Goal Seek
17. List (Filtru)
18. Pivot (Table si Chart Report)
19. Scenarii.

# 13. Insert - Chart

- Diagrama *Column*

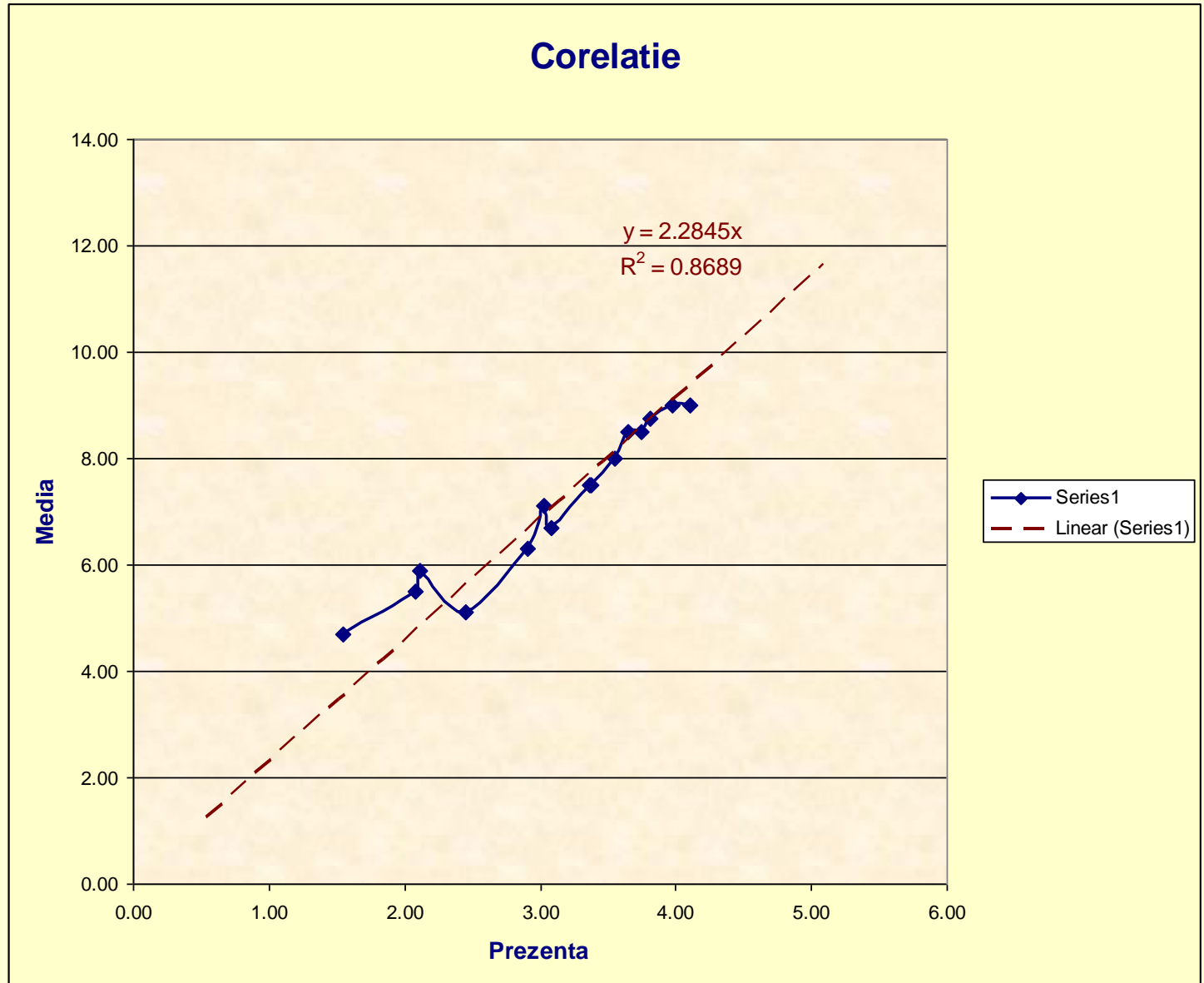
Grupa	Prezenta	Medie
411	3.40	8.50
421	3.20	8.00
431	3.50	8.75
441	3.60	9.00
451	3.40	8.50
461	3.60	9.00
471	3.00	7.50
481	3.25	8.13
491	3.80	9.50



# ... 13. Insert - Chart

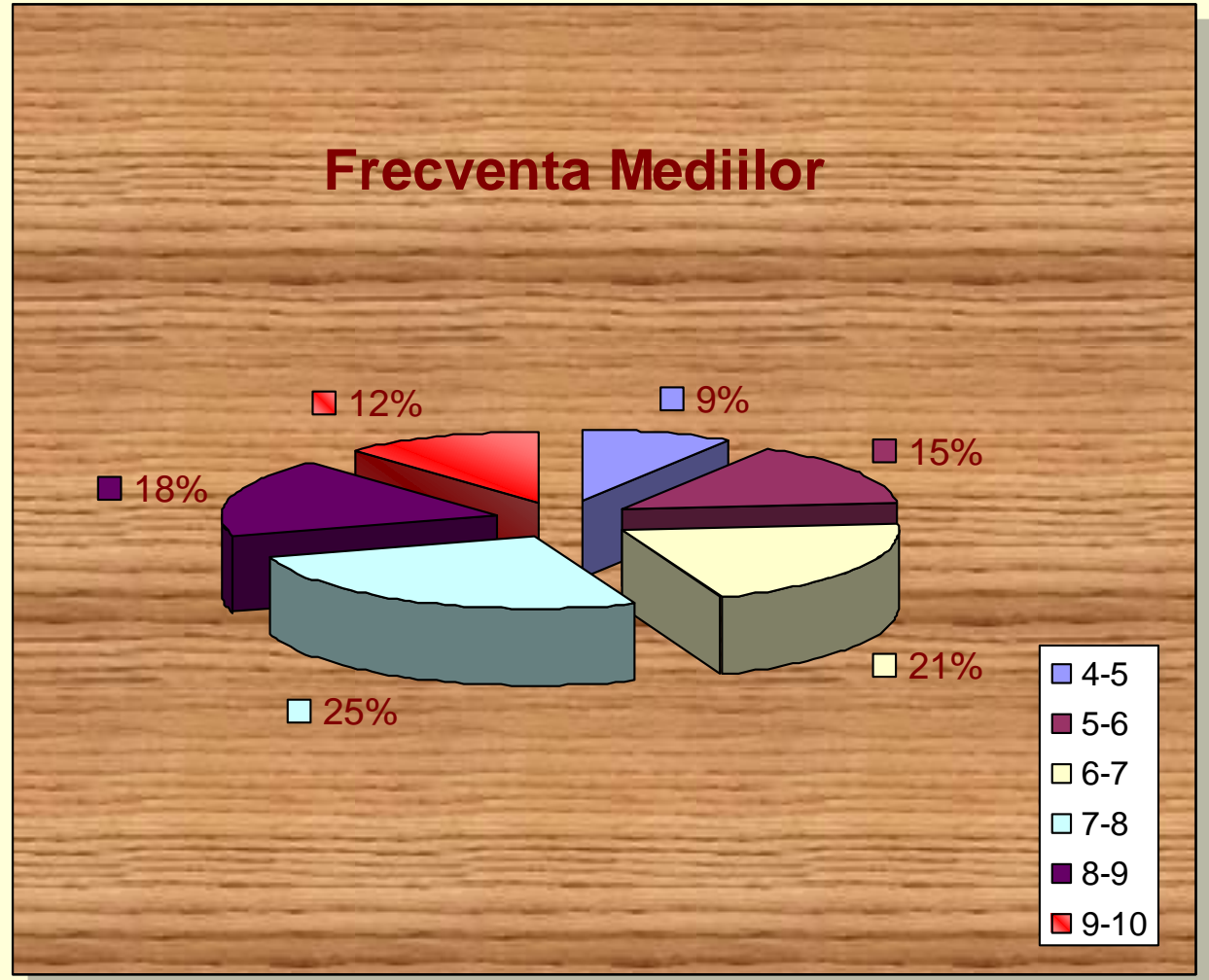
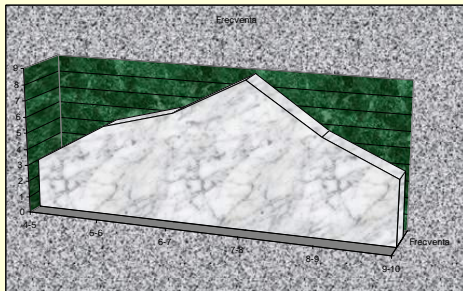
## • XY Scater

Prezenta	Medie
1.55	4.70
2.08	5.50
2.11	5.90
2.45	5.10
2.91	6.30
3.03	7.10
3.08	6.70
3.36	7.50
3.38	7.50
3.55	8.00
3.65	8.50
3.74	8.50
3.81	8.75
3.98	9.00
4.10	9.00

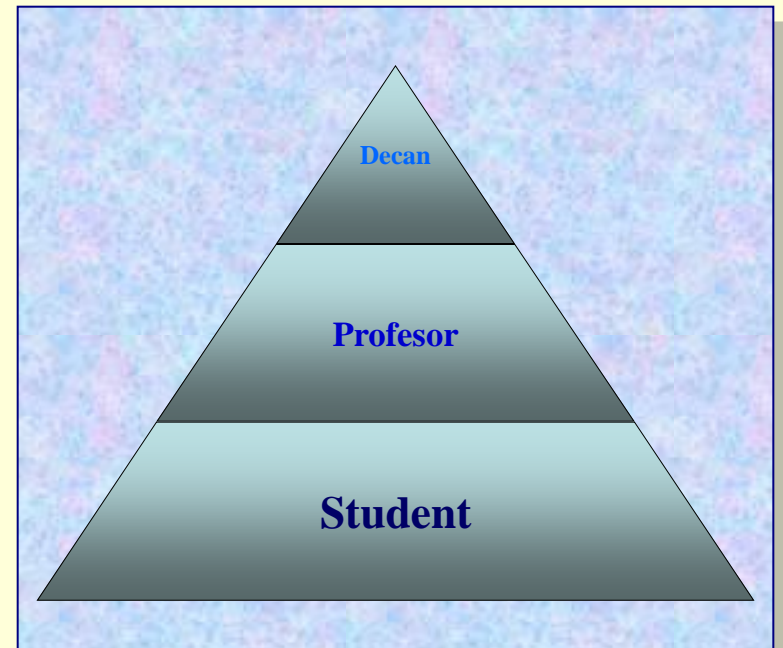
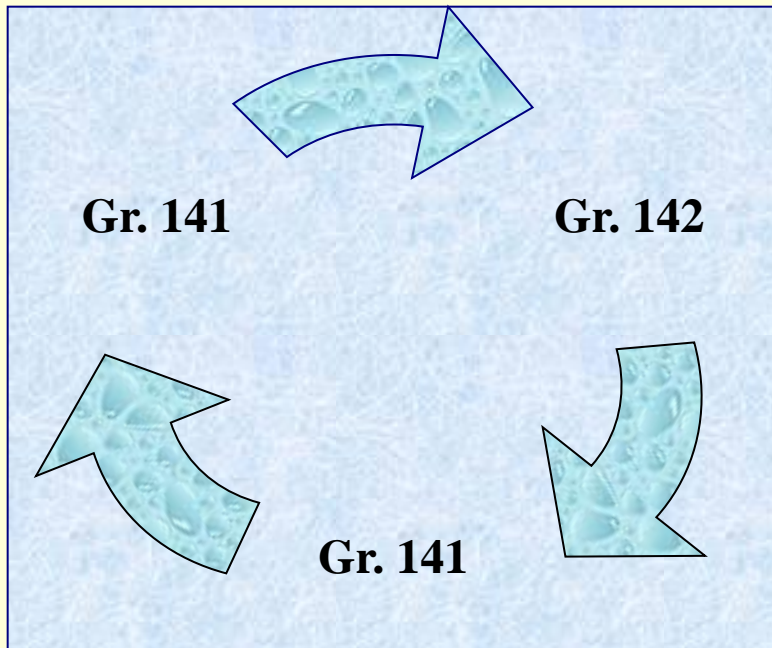
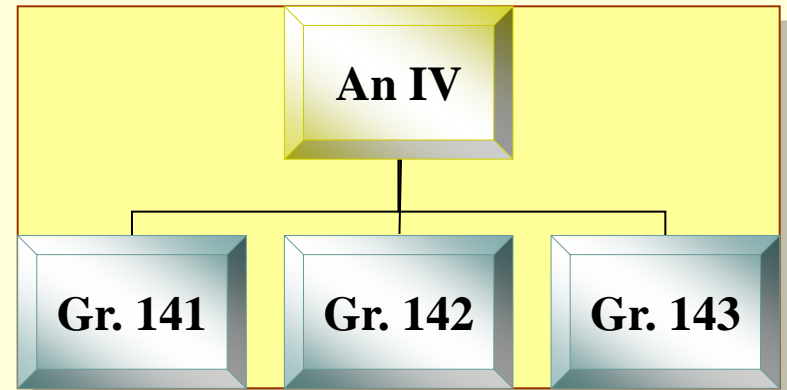
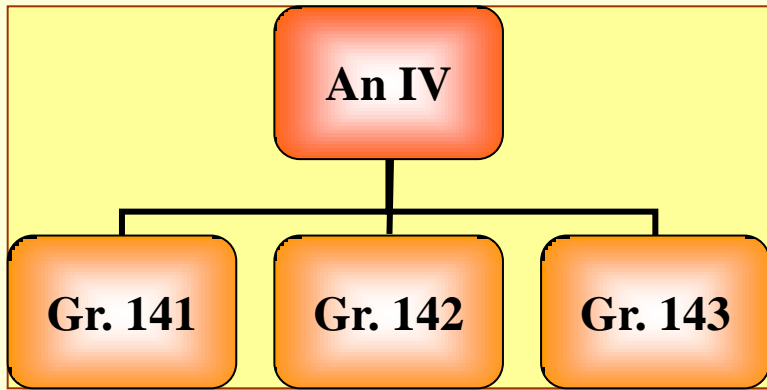


• XY Pie

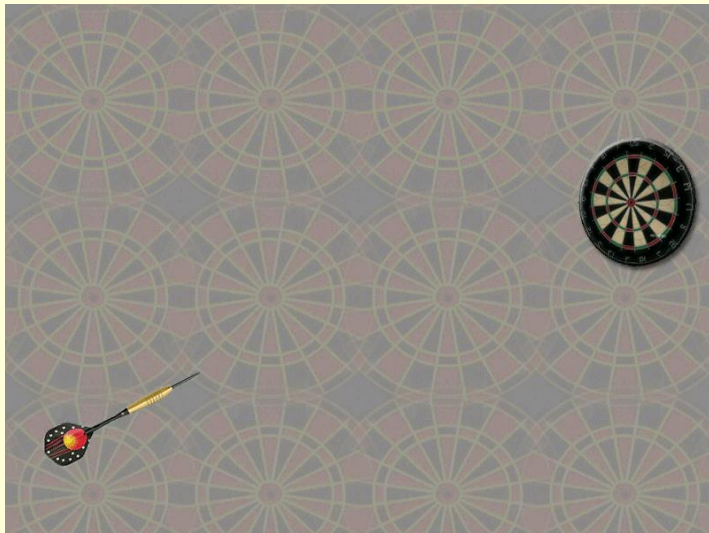
Medie	Frecventa
4-5	3
5-6	5
6-7	7
7-8	9
8-9	6
9-10	4



# 14. Insert *Diagram*



# 15. Insert - Picture ~ ClipArt ...



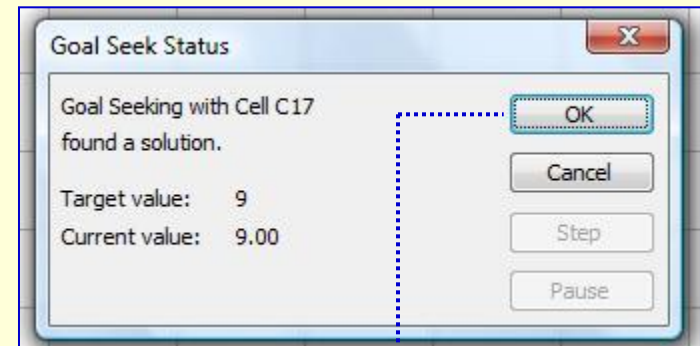
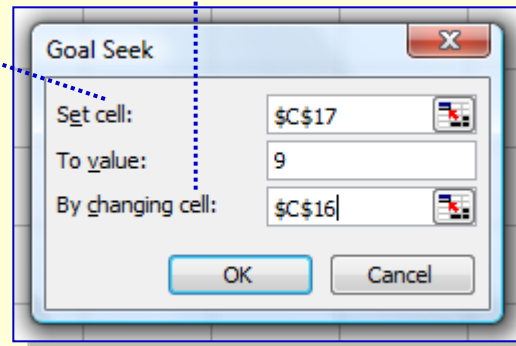
# 16. Tools ~ Goal Seek

- Cat trebuie sa iau la Op. Computer : media sa fie 9?

<i>Disciplina</i>	<i>Note</i>
<i>Atletism</i>	9
<i>Biologie</i>	8
<i>Purtare</i>	10
<i>Engleza</i>	9
<i>Computer</i>	?
<i>Media</i>	9

**=AVERAGE(C12:C16)**

**Tools ~ Goal Seek**



Disciplina	Note
Atletism	9
Biologie	8
Purtare	10
Engleza	9
Computer	11.5
Media	9.50

<i>Disciplina</i>	<i>Note</i>
<i>Atletism</i>	9
<i>Biologie</i>	8
<i>Purtare</i>	10
<i>Engleza</i>	9
<i>Computer</i>	9
<i>Media</i>	9.00

# 17. List

## Orar

Ziua	Orele	Frecventa	Sala	Anul	Formatia	Tipul	Disciplina
Miercuri	8-10		<a href="#">C510</a>	<a href="#">3 Informatica - linia de studiu romana</a>	I3	Curs	<a href="#">Prelucrarea imaginilor</a>
Miercuri	8-10		<a href="#">C510</a>	<a href="#">3 Informatica - in limba engleza</a>	IE3	Curs	<a href="#">Prelucrarea imaginilor</a>
Miercuri	12-14		<a href="#">C335</a>				Sedinta Catedra
Miercuri	16-18	sapt. 2	<a href="#">L336</a>	<a href="#">3 Informatica - in limba engleza</a>	IE3	Laborator	<a href="#">Prelucrarea imaginilor</a>
Joi	16-18	sapt. 2	<a href="#">L301</a>	<a href="#">1 Modelare si simulare - in limba engleza</a>	246	Seminar	<a href="#">Vizualizare si validare in simulare</a>
Joi	16-18	sapt. 2	<a href="#">L301</a>	<a href="#">2 Programare bazata pe componente - in limba engleza</a>	251	Seminar	<a href="#">Vizualizare si validare in simulare</a>
Joi	16-18	sapt. 2	<a href="#">L301</a>	<a href="#">2 Sisteme Inteligente - in limba engleza</a>	252	Seminar	<a href="#">Vizualizare si validare in simulare</a>
Joi	16-18	sapt. 2	<a href="#">L301</a>	<a href="#">2 Metode formale in programare - in limba engleza</a>	255	Seminar	<a href="#">Vizualizare si validare in simulare</a>
Joi	16-18	sapt. 2	<a href="#">L301</a>	<a href="#">2 Modelare si simulare - in limba engleza</a>	256	Seminar	<a href="#">Vizualizare si validare in simulare</a>
Joi	18-20		<a href="#">C310</a>	<a href="#">1 Modelare si simulare - in limba engleza</a>	246	Curs	<a href="#">Vizualizare si validare in simulare</a>
Joi	18-20		<a href="#">C310</a>	<a href="#">2 Programare bazata pe componente - in limba engleza</a>	251	Curs	<a href="#">Vizualizare si validare in simulare</a>
Joi	18-20		<a href="#">C310</a>	<a href="#">2 Sisteme Inteligente - in limba engleza</a>	252	Curs	<a href="#">Vizualizare si validare in simulare</a>
Joi	18-20		<a href="#">C310</a>	<a href="#">2 Metode formale in programare - in limba engleza</a>	255	Curs	<a href="#">Vizualizare si validare in simulare</a>
Joi	18-20		<a href="#">C310</a>	<a href="#">2 Modelare si simulare - in limba engleza</a>	256	Curs	<a href="#">Vizualizare si validare in simulare</a>
Vineri	8-10		<a href="#">C335</a>	<a href="#">1 Matematica - linia de studiu romana</a>	111	Curs	<a href="#">Programare orientata obiect</a>
Vineri	8-10		<a href="#">C335</a>	<a href="#">1 Matematica informatica - linia de studiu romana</a>	311	Curs	<a href="#">Programare orientata obiect</a>
Vineri	8-10		<a href="#">C335</a>	<a href="#">1 Matematica informatica - linia de studiu germana</a>	711	Curs	<a href="#">Programare orientata obiect</a>
Vineri	8-10		<a href="#">C335</a>	<a href="#">1 Ingineria informatiei - in limba romana</a>	811	Curs	<a href="#">Programare orientata obiect</a>
Vineri	10-12	sapt. 2	<a href="#">L308</a>	<a href="#">3 Informatica - linia de studiu romana</a>	231	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	10-12	sapt. 1	<a href="#">L308</a>	<a href="#">3 Informatica - linia de studiu romana</a>	232	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	10-12	sapt. 2	<a href="#">L308</a>	<a href="#">3 Informatica - linia de studiu romana</a>	233	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	10-12	sapt. 1	<a href="#">L308</a>	<a href="#">3 Informatica - linia de studiu romana</a>	234	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	10-12	sapt. 1	<a href="#">L308</a>	<a href="#">3 Informatica - linia de studiu romana</a>	235	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	12-14	sapt. 2	<a href="#">L338</a>	<a href="#">1 Matematica - linia de studiu romana</a>	111/1	Laborator	<a href="#">Programare orientata obiect</a>
Vineri	12-14	sapt. 2	<a href="#">L338</a>	<a href="#">1 Matematica informatica - linia de studiu germana</a>	711	Laborator	<a href="#">Programare orientata obiect</a>



# ... 17. List

... Filtru

Microsoft Excel - List.xls

File Edit View Insert Format Tools Data Window Help Adobe PDF

Sort...  
Form...  
PivotTable and PivotChart Report...  
List  
Refresh Data

Create List... Ctrl+L  
Resize List...  
Convert to Range  
Publish List...  
View List on Server  
Synchronize List

	A	B	C		H	I
		Ziua	Orele	Fre	Tipul	Disciplina
1						
2		Miercuri	8-10		Curs	Prelucrarea imaginilor
3		Miercuri	8-10		Curs	Prelucrarea imaginilor
4		Miercuri	12-14			Sedinta Catedra
5		Miercuri	16-18	sapt. 2	Laborator	Prelucrarea imaginilor
6		Joi	16-18	sapt. 2	Seminar	Vizualizare si validare in simulare
7		Joi	16-18	sapt. 2	Seminar	Vizualizare si validare in simulare
8		Joi	16-18	sapt. 2	Seminar	Vizualizare si validare in simulare
9		Joi	16-18	sapt. 2	Seminar	Vizualizare si validare in simulare
10		Joi	16-18	sapt. 2	Seminar	Vizualizare si validare in simulare
11		Joi	16-18	sapt. 2	Seminar	Vizualizare si validare in simulare
12		Joi	18-20		Curs	Vizualizare si validare in simulare
13		Joi	18-20		Curs	Vizualizare si validare in simulare
14		Joi	18-20		Curs	Vizualizare si validare in simulare
15		Joi	18-20		Curs	Vizualizare si validare in simulare
16		Joi	18-20		Curs	Vizualizare si validare in simulare
17		Vineri	8-10		Curs	Programare orientata obiect
18		Vineri	8-10		Curs	Programare orientata obiect
19		Vineri	8-10		Curs	Programare orientata obiect
20		Vineri	8-10		Curs	Programare orientata obiect
21		Vineri	10-12	sapt. 2	Laborator	Prelucrarea imaginilor
22		Vineri	10-12	sapt. 1	Laborator	Prelucrarea imaginilor
23		Vineri	10-12	sapt. 2	Laborator	Prelucrarea imaginilor
24		Vineri	10-12	sapt. 1	Laborator	Prelucrarea imaginilor
25		Vineri	10-12	sapt. 1	Laborator	Prelucrarea imaginilor
26		Vineri	12-14	sapt. 2	Laborator	Programare orientata obiect
27		Vineri	12-14	sapt. 2	Laborator	Programare orientata obiect

... Filtru

Ziua	Orele	Frecvent	Sala	Anul	Format	Tipul	Disciplina
Miercuri	8-10		C510	<a href="#">3 Informatica - linia de studiu romana</a>	I3	Curs	Sort Ascending
Miercuri	8-10		C510	<a href="#">3 Informatica - in limba engleza</a>	IE3	Curs	Sort Descending
Miercuri	16-18	sapt. 2	L336	<a href="#">3 Informatica - in limba engleza</a>	IE3	Laborator	(All)
Vineri	10-12	sapt. 2	L308	<a href="#">3 Informatica - linia de studiu romana</a>	231	Laborator	(Top 10...)
Vineri	10-12	sapt. 1	L308	<a href="#">3 Informatica - linia de studiu romana</a>	232	Laborator	(Custom...)
Vineri	10-12	sapt. 2	L308	<a href="#">3 Informatica - linia de studiu romana</a>	233	Laborator	Prelucrarea imaginilor
Vineri	10-12	sapt. 1	L308	<a href="#">3 Informatica - linia de studiu romana</a>	234	Laborator	Programare orientata obiect
Vineri	10-12	sapt. 1	L308	<a href="#">3 Informatica - linia de studiu romana</a>	235	Laborator	Sedinta Catedra
							Vizualizare si validare in simulare
							<a href="#">Prelucrarea imaginilor</a>
							<a href="#">Prelucrarea imaginilor</a>
*							

Ziua	Orele	Frecventa	Sala	Anul	Formatia	Tipul	Disciplina
Miercuri	8-10		C510	<a href="#">3 Informatica - linia de studiu romana</a>	I3	Curs	<a href="#">Prelucrarea imaginilor</a>
Miercuri	8-10		C510	<a href="#">3 Informatica - in limba engleza</a>	IE3	Curs	<a href="#">Prelucrarea imaginilor</a>
Miercuri	16-18	sapt. 2	L336	<a href="#">3 Informatica - in limba engleza</a>	IE3	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	10-12	sapt. 2	L308	<a href="#">3 Informatica - linia de studiu romana</a>	231	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	10-12	sapt. 1	L308	<a href="#">3 Informatica - linia de studiu romana</a>	232	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	10-12	sapt. 2	L308	<a href="#">3 Informatica - linia de studiu romana</a>	233	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	10-12	sapt. 1	L308	<a href="#">3 Informatica - linia de studiu romana</a>	234	Laborator	<a href="#">Prelucrarea imaginilor</a>
Vineri	10-12	sapt. 1	L308	<a href="#">3 Informatica - linia de studiu romana</a>	235	Laborator	<a href="#">Prelucrarea imaginilor</a>

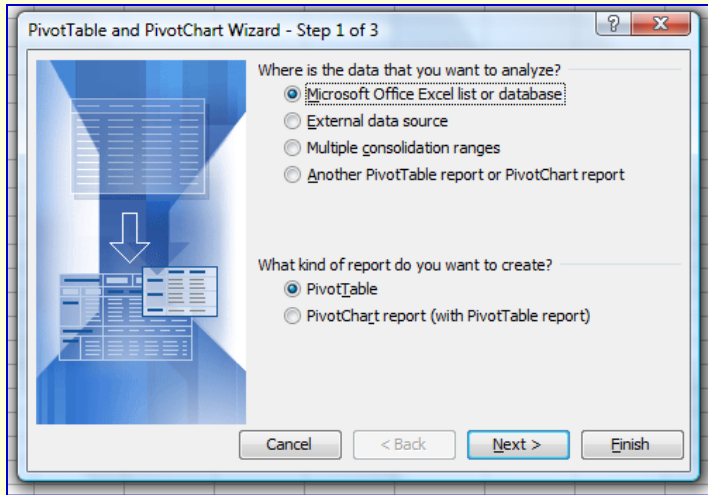
# 18. Pivot Tabel and Chart Report

Microsoft Excel - List.xls

File Edit View Insert Format Tools Data Window Help Adobe PDF

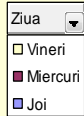
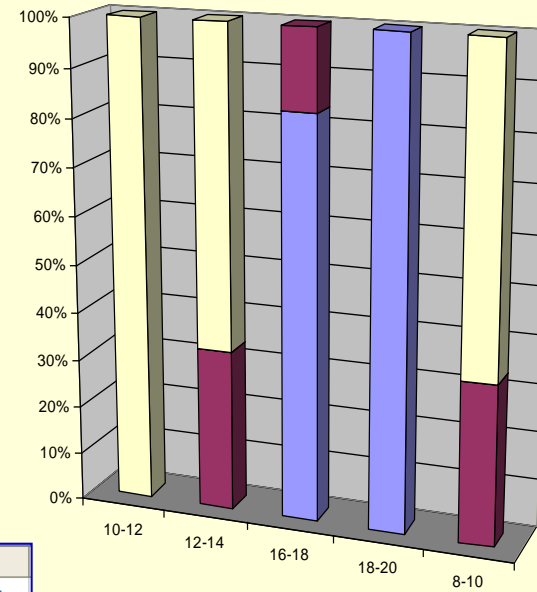
Sort...  
Form...  
PivotTable and PivotChart Report...  
List  
Refresh Data

	A	B	C		G	H	I	
	Ziua	Orele	Fre		ul	Format	Tipul	Disciplina
1								
2								
3	Miercuri	8-10		C310	3 Informatica - linia de studiu romana	I3	Curs	Prelucrarea imaginilor
4	Miercuri	8-10		C510	3 Informatica - in limba engleza	IE3	Curs	Prelucrarea imaginilor
5	Miercuri	12-14		C335				Sedinta Catedra
6	Miercuri	16-18	sapt. 2	L336	3 Informatica - in limba engleza	IE3	Laborator	Prelucrarea imaginilor
7	Joi	16-18	sapt. 2	L301	1 Modelare si simulare - in limba engleza	246	Seminar	Vizualizare si validare in simulare
8	Joi	16-18	sapt. 2	L301	2 Programare bazata pe componente - in	251	Seminar	Vizualizare si validare in simulare
9	Joi	16-18	sapt. 2	L301	2 Sisteme Inteligente - in limba engleza	252	Seminar	Vizualizare si validare in simulare
10	Joi	16-18	sapt. 2	L301	2 Metode formale in programare - in limba	255	Seminar	Vizualizare si validare in simulare
11	Joi	16-18	sapt. 2	L301	2 Modelare si simulare - in limba engleza	256	Seminar	Vizualizare si validare in simulare
12	Joi	18-20		C310	1 Modelare si simulare - in limba engleza	246	Curs	Vizualizare si validare in simulare
13	Joi	18-20		C310	2 Programare bazata pe componente - in	251	Curs	Vizualizare si validare in simulare
14	Joi	18-20		C310	2 Sisteme Inteligente - in limba engleza	252	Curs	Vizualizare si validare in simulare
15	Joi	18-20		C310	2 Metode formale in programare - in limba	255	Curs	Vizualizare si validare in simulare
16	Joi	18-20		C310	2 Modelare si simulare - in limba engleza	256	Curs	Vizualizare si validare in simulare
17	Vineri	8-10		C335	1 Matematica - linia de studiu romana	111	Curs	Programare orientata obiect
18	Vineri	8-10		C335	1 Matematica informatica - linia de studiu	311	Curs	Programare orientata obiect
19	Vineri	8-10		C335	1 Matematica informatica - linia de studiu	711	Curs	Programare orientata obiect
20	Vineri	8-10		C335	1 Ingineria informatiei - in limba romana	811	Curs	Programare orientata obiect
21	Vineri	10-12	sapt. 2	L308	3 Informatica - linia de studiu romana	231	Laborator	Prelucrarea imaginilor
22	Vineri	10-12	sapt. 1	L308	3 Informatica - linia de studiu romana	232	Laborator	Prelucrarea imaginilor
23	Vineri	10-12	sapt. 2	L308	3 Informatica - linia de studiu romana	233	Laborator	Prelucrarea imaginilor
24	Vineri	10-12	sapt. 1	L308	3 Informatica - linia de studiu romana	234	Laborator	Prelucrarea imaginilor
25	Vineri	10-12	sapt. 1	L308	3 Informatica - linia de studiu romana	235	Laborator	Prelucrarea imaginilor
26	Vineri	12-14	sapt. 2	L338	1 Matematica - linia de studiu romana	111/1	Laborator	Programare orientata obiect
27	Vineri	12-14	sapt. 2	L338	1 Matematica informatica - linia de studiu	711	Laborator	Programare orientata obiect
28	*							



## Chart Report

Drop Page Fields Here



## Tabel

	A	B	C	D	E	F	G	H	I	
1		Drop Page Fields Here								
2										
3		Count of Sala	Ziua							
4		Orele	Joi	Miercuri	Vineri	Grand Total				
5		10-12			5	5				
6		12-14			1	2				
7		16-18	5		1	6				
8		18-20	5			5				
9		8-10			2	4				
10		Grand Total	10		4	11				
11										
12										
13										
14										
15										
16										
17										
18										
19										

**PivotTable Field List**

Drag items to the PivotTable report

- Ziua
- Orele
- Frecventa
- Sala
- Anul
- Formatia
- Tipul
- Disciplina

Add To: Data Area, Row Area, Column Area, Page Area, Data Area

**PivotTable**

PivotTable

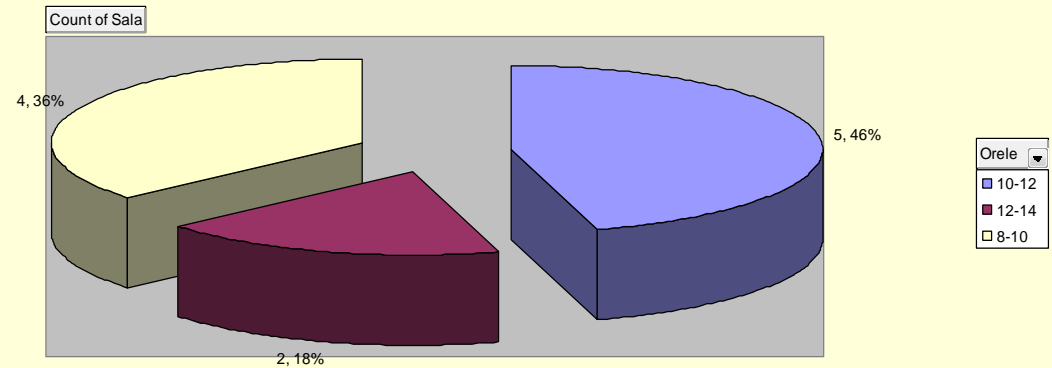
Orele

Numarul de sali	Ziua <input type="button" value="▼"/>			
Orele <input type="button" value="▼"/>	Joi	Miercuri	Vineri	Total General
08-10		2	4	6
10-12			5	5
12-14		1	2	3
16-18	5	1		6
18-20	5			5
<b>Total General</b>	<b>10</b>	<b>4</b>	<b>11</b>	<b>25</b>

Chart Report

Drop Page Fields Here

Vineri



Ziua

# 19. Scenarii

<b>Plan.Car</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>Cresteri</b>
<i>Venit lunar</i>	2,000	2,050	2,101	2,154	2,208	2,263	2,319	2,377	2.50%
<i>Mancare</i>	700	711	721	732	743	754	765	777	1.50%
<i>Facturi</i>	800	820	841	862	883	905	928	951	2.50%
<i>Haine</i>	200	202	204	206	208	210	212	214	1.00%
<i>Diverse</i>	100	102	103	105	106	108	109	111	1.50%
<b>Cheltuieli</b>	<b>1,800</b>	<b>1,834</b>	<b>1,869</b>	<b>1,904</b>	<b>1,940</b>	<b>1,977</b>	<b>2,015</b>	<b>2,053</b>	
<b>Economii</b>	200	214	231	250	270	290	310	332	2.00%

	<b>Dobanda</b>								
<b>Rata</b>	<b>208</b>	<b>219</b>	<b>230</b>	<b>241</b>	<b>253</b>	<b>266</b>	<b>279</b>	<b>293</b>	<b>5.00%</b>
<b>Ramas</b>	-100	-57	21	107	195	284	373	461	2.00%

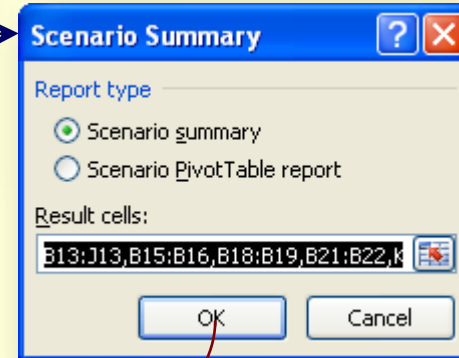
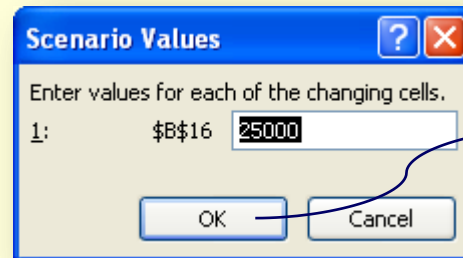
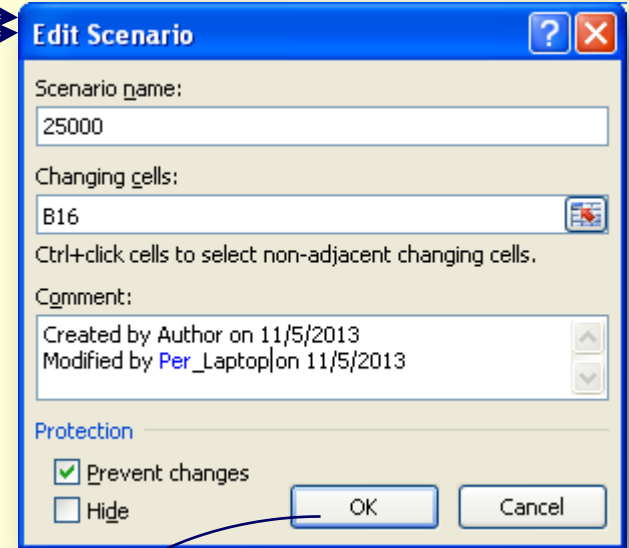
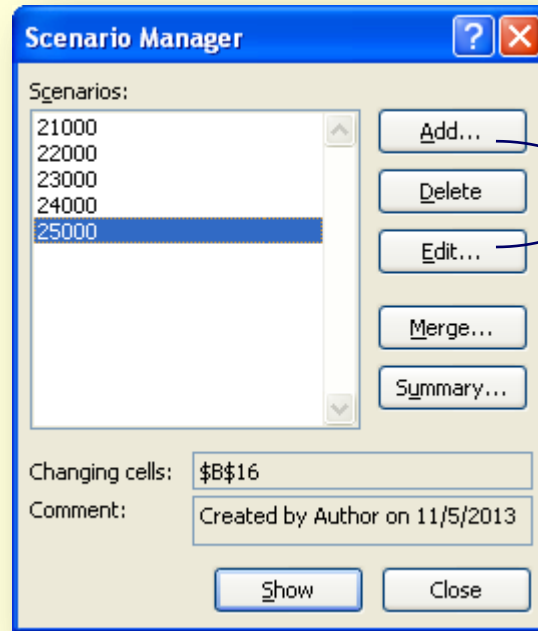
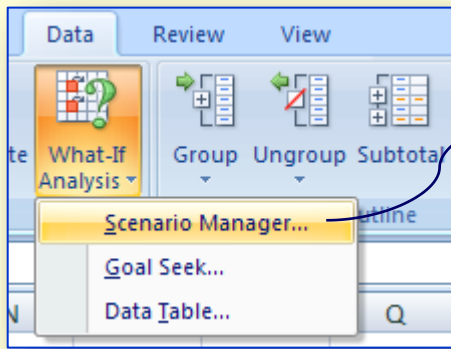
<b>Pret</b>
20,000

<b>In plus</b>
<b>461</b>

<b>Ani</b>
8

<b>Rata L.</b>
208

# ... 19. Scenarii



Scenario Summary		Current Values:					
		21000	22000	23000	24000	25000	
Changing Cells:							
Pret:		20,000	21,000	22,000	23,000	24,000	25,000
Result Cells:							
<b>1</b>	<b>2013</b>	-100	-225	-350	-475	-600	-725
<b>2</b>	<b>2014</b>	-57	-218	-380	-541	-702	-863
<b>3</b>	<b>2015</b>	21	-156	-332	-509	-685	-862
<b>4</b>	<b>2016</b>	107	-80	-267	-454	-641	-828
<b>5</b>	<b>2017</b>	195	-2	-198	-395	-592	-789
<b>6</b>	<b>2018</b>	284	77	-129	-336	-543	-750
<b>7</b>	<b>2019</b>	373	156	-61	-279	-496	-713
<b>8</b>	<b>2020</b>	461	233	5	-223	-451	-679
	<b>Rata L</b>	208	219	229	240	250	260
	<b>In Plus</b>	461	233	5	-223	-451	-679

3

2

1



# *Tema*

## **Realizati un tabel utilizand urmatoarele elemente:**

- Divizarea unei foi de calcul si Blocarea capetelor de tabel,
- Ascunderea de rânduri si coloane,
- Diverse tipuri de date si completarea lor,
- Comentariile,
- Formule (Calcule) cu Denumirea celulelor,
- Copierea formulelor – adrese absolute ~ \$,
- Inserarea funcțiilor,
- ✓ **Inserare histograme, grafice, diagrame, imagini**
- ✓ **Calcul invers (Goal Seek),**
- ✓ **List (Filtru),**
- ✓ **Pivot (Tabel si Chart Report),**
- ✓ **Scenarii**

... C6 / 7.11.2016