1. Start a new workbook by ( MS Excel) and create the following worksheet:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| City Temperatures | |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |  |
| **City** | **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Average** | **High** | **Low** |  |  |
| Orlando | 67 | 74 | 66 | 65 | 73 |  |  |  |  |  |
| Tampa | 71 | 66 | 65 | 72 | 69 |  |  |  |  |  |
| Seattle | 69 | 73 | 66 | 74 | 73 |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

1. complete calculations required to find average, maximum and minimum temperature in the week for each city.
2. Insert column chart (3D column chart) to display information for each city based on average temperate.