

## Magic Squares Exercise

Provided by Rich Reid for Excel Class

1. Open Excel
2. Choose Tools, Options
3. On the view tab, uncheck Gridlines, click OK
4. Select cells B1 - D1; click on the bold and center align buttons
5. Format background color to tan, gold or light orange
6. Choose Format, Cells
7. On the border tab, choose the preset of outline, click OK
8. Select cells B2 - D2
9. Click on the Merge and Center button on the formatting toolbar
10. Format the selected cells:
  - Font: Arial Black
  - Size: 12
  - Bold the selection
11. Type Magic Rectangle; press the enter button
12. Select cells A3 - E7; click on the bold and center align buttons
13. Choose Format, Cells
14. On the border tab, choose a line style of double lines
15. Choose the preset of outline, click OK
16. Select cells B3 - B7
17. Press and hold the control key down
18. Select cells D3 - D7; keep control key depressed
19. Select cells A4 - E4; keep control key depressed
20. Select cells A6 - E6; keep control key depressed
21. Release the control key
22. Format background color as lavender, rose or pink
23. Click on cell B1; click in the Name Box, type J, press enter
24. Click on cell C1; click in the Name Box, type K, press enter
25. Click on cell D1; click in the Name Box, type L, press enter
26. Enter the following formulas into the listed cells:
  - A3 =J+L
  - C3 =L-(J+K)
  - E3 =K+L
  - A5 =K+L-J
  - C5 =L
  - E5 =J+L-K
  - A7 =L-K
  - C7 =J+K+L
  - E7 =L-J
27. In each of cells B1, C1 and D1, type a different number from 1 to 9
28. In the Magic Rectangle, visually add the contents of the cells
29. What is the total for each horizontal row, each vertical column, and each diagonal?
30. Try clearing either the number entered in cell B1, or C1, or D1
31. Close and Save your work as Magic Rectangle.xls

# MAGIC BIRTHDATE SQUARES EXERCISE

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401 Plainfield Road  
Darien IL 60561-4207  
Telephone: 630/887-8760  
[www.indianprairielibrary.org](http://www.indianprairielibrary.org)

- Open Excel
- Choose Tools, Options
- On the view tab, uncheck Gridlines, click OK
- Select cells A1 through D1
- Click on the Merge and Center button on the formatting toolbar
- Format the selected cells:
  - Font: Arial Black
  - Size: 12
  - Bold the selection
- Type Magic Birth Date Square; press the enter button
- Select cells A3 through D3
- Format background color to tan, gold or light orange
- Select cells A3 through D6; click on the bold and center align buttons
- Choose Format, Cells
- On the border tab, choose a line style of double lines
- Choose the preset of outline, click OK
- Select cells A4 through D6
- Format background color as lavender, rose or pink
- Click on cell A3; click in the Name Box, type AA, press enter
- Click on cell B3; click in the Name Box, type BB, press enter
- Click on cell C3; click in the Name Box, type CC, press enter
- Click on cell D3; click in the Name Box, type DD, press enter
- Enter the following formulas into the listed cells:
  - A4: =CC-1
  - B4: =DD+1
  - C4: =AA-1
  - D4: =BB+1
  - A5: =DD+1
  - B5: =CC+1
  - C5: =BB-1
  - D5: =AA-1
  - A6: =BB
  - B6: =AA-2
  - C6: =DD+2
  - D6: =CC
- In each of cells A3, B3, C3 and D3, type your birth date; e.g., if you were born on 10/25/44 enter as follows:  
A3: =10      B3: =25      C3: =19      D3: = 44
- In the Magic Square, add the contents of the cell groups as indicated below
- Use the sum function to make it easier to view the totals for any group selected
- What is the total for each horizontal row, each vertical column, and each diagonal?
- Also, sum any group of four cells within the square to see the total for that group
- Which two groups of four cells add up differently from all of the other combinations so far?
- Close and Save your work as Magic Birth Date Square.xls