

- c. It should now fit on one page.
5. Min, Max, Average
 - a. Put your cursor in M9 to figure out the highest ranking. Use the =MIN function to do this. (Remember, because it is a RANK, 1 is the highest number. That is why you use MIN in this case!)
 - b. Don't forget to put the range in parenthesis.
 - c. In cell N9, use the =MAX function to figure out the lowest ranking.
 - d. In cell O9 use the =AVERAGE function to figure out the average ranking
 - i. Get the average of ALL their scores, not just the highest and lowest.
 - e. Use Autofill to drag your functions down for all players.
6. Review – Decimals
 - a. Highlight O9-O22. Go to Format Cells and change the number decimal to 0 instead of 2.
7. Review – Borders & Shading
 - a. Highlight cells A8-Q22 and add all borders
 - b. Highlight cells M8-O22 and add a thick box border
 - c. Highlight cells P8-Q22 and add a thick box border
 - d. Highlight M9-O22 and change the background color to a light color of your choice
 - e. Highlight P9-Q22 and change the background color to a light color of your choice.
8. Gradient Fill
 - a. Highlight A8-Q8 and do a gradient fill of the color of your choice.
9. Review – Sort
 - a. Sort the names of the players alphabetically.
 - b. Include their scores in your sort. Do NOT include the numbers by their names.
10. Insert Picture
 - a. Go to Insert>Picture and get the logo for the team.
 - b. Place it in the upper right corner
11. Lesson 4 Complete.
 - a. Save Document as [Your Name] – Lesson 4
 - b. Add a header with your name on the left , File name in the middle, and Lesson # on the right.
 - c. Print. Turn in to the basket.

Thomasville Tigers 2013														End of Season Player Evaluation Form			
Head Coach:		Larry "Bolt" Nelson															
Asst. Coaches:		Tony Blythe, Sam Rushton, Clarence Mills															
Rank each player from 1-12 in each category with 1 being the best and 12 being the worst																	
Player	Primary Positions	Hitting for Power	Hitting for Contact	Fielding: Infield	Fielding: Outfield	Base running Speed	Throwing Accuracy	Throwing Speed	Baseball Smarts	Coachability	Highest Ranking	Lowest Ranking	Average	Pitching	Catching		
1	Barton, Toby	LF,C,2B	1	3	2	5	1	3	1	3	5	1	5	3	2	1	
2	Christensen, Eddie	1B,P,LF	5	2	4	2	6	11	10	8	8	11	2	6			
3	Creighton, Jonas	C,CF	4	5	6	7	7	2	3	2	13	13	2	5	3		
4	Howard, Mike	2B,RF	10	14	14	11	3	4	4	6	7	14	3	8	4		
5	Jones, Bryce	SS,P,C	6	4	8	9	8	5	5	4	4	9	4	6	6		
6	LeBeau, Josh	CF	14	11	11	12	9	10	12	14	3	14	3	11			
7	Lopez, Ralph	RF,P,CF	8	8	9	4	4	13	13	9	12	13	4	9			
8	Marriott, Carson	RF,LF	2	1	1	6	5	1	2	1	1	6	1	2	1		
9	Murphy, Jason	P,3B,LF	9	7	3	1	2	8	11	7	6	11	1	6		2	
10	Nelson, Jay	SS,RF,3B	3	6	13	8	14	7	6	5	2	14	2	7		3	
11	Shore, Adam	C,1B	13	12	5	10	12	6	7	10	9	13	5	9	5		
12	Thomas, Randy	P,RF	7	13	10	13	11	9	8	11	11	13	7	10		5	
13	Torres, Jorge	SS,P,C	11	10	12	14	13	14	9	13	10	14	9	12		4	
14	Washington, Malachi	LF,C,2B	12	9	7	3	10	12	14	12	14	14	3	10			