Start with Cities sheet

**Inserting and deleting rows**

Insert then delete: Palo Alto, USA, 37.44, 122.14, 14.75

**Inserting columns**

Add fahrenheit column to left of temperature (show control/right-click and drop-down)

7.52 = 45.54
8.1 = 46.58

**Formulas**

= (f2 * 9/5) + 32
Copy-paste to more cells, show automatic cell renumbering, show lower-right double-click

Your Turn

= (e2 – 32) * 5/9

**Deleting columns**

Delete fahrenheit and celsius columns

**Sorting**

- Select temperature column, sort sheet, note annoyance with header row, undo
- Select entire sheet, Data > sort range, by temperature, then by country + latitude descending

**Filtering rows**

- Select entire sheet, click Filter icon, under temperature note sort option, filter by condition greater than 10, then country contains "ia"
- No way to operate on filtered data except copy-paste to new sheet: =average(e:e), then copy-paste

**Aggregation**

- Average temperature =average(e2:e11), then =average(e2:e214), then =average(e:e)
- Maximum latitude, minimum longitude = max(c:c), = min(d:d)
- Number of longitudes less than 0 = countif(d:d,<0)

Your Turn (15)