

Date

T: sort data by applying filters

Before starting: Open the 'Applying Filters' file and save it in your own folder.

For each question you need to:

- apply the filters below to the table
- copy each table that you get as a result into your own Excel workbook
- clear the filters again so that the whole database is back again

1. Filter the first names so that only the only first name is _____.
2. Filter the surname so that the only surname is _____.
3. Filter the date of birth so that the only date of birth is _____.
4. Filter the sex so that only the boys are shown.
5. Filter the eye colour so that only the records with blue eyes are shown.
6. Filter the hair colour so that only the records with blonde hair are shown.

Extension (applying more than one filter at a time)

7. Filter the sex and the hair colour so that only girls with black hair are shown.
8. Filter the month and year of birth so that only children born in July 2001 are shown.
9. Filter the day and year of birth so that only children born on the 3rd day of the month in 2001 are shown.
10. Filter the hair colour and eye colour so that only children with black hair and brown eyes are shown.
11. Filter the sex and the year of birth so that only boys born in 2001 are shown.
12. Filter the record number and sex so that only girls with odd record numbers are shown.