**Checklist: Project 6: Spreadsheet for computer system budget**

Create a budget for a new computer system in **Microsoft Excel**, **Open Office Calc**, or [**Google Sheets**](https://gsuite.google.com/products/sheets/).

The top row should have column headings with columns for item, price. and URL where you can buy it for that price. Include a column to classify each item as software or hardware. If you will be using free software, include the same information with a price of 0.00

All money should be formatted to show 2 decimal places. Include a grand total as well as a total for software and hardware.

All fields that can be calculated should use equations.

Include a pie graph to show the breakdown of costs.

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**Checklist**

Top of Form

Includes a text box or heading giving my name and title of project. 1 point  
List of necessary hardware and software is complete. 3 points  
Format, layout, and formulas show knowledge of the spreadsheet software. 2 points  
Includes a graph with all sections labeled. 2 points  
My spreadsheet is of sufficient length and complexity to show real effort. 2 points

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I certify that this project is my own work:

(Type name)

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