

Linking Calc Data

Spoken Tutorial Project

<https://spoken-tutorial.org>

National Mission on Education through ICT

<http://sakshat.ac.in>

Script: Spoken Tutorial Team

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10 July 2020



Learning Objectives

In this tutorial, we will learn:



Learning Objectives

In this tutorial, we will learn:

- ▶ **How to** reference **other** sheets



Learning Objectives

In this tutorial, we will learn:

- ▶ **How to** reference **other** sheets
- ▶ **Insert** hyperlinks **in** Calc



System Requirements

This tutorial is recorded using



System Requirements

This tutorial is recorded using

▶ Ubuntu Linux OS version 18.04



System Requirements

This tutorial is recorded using

- ▶ **Ubuntu Linux OS version 18.04**
- ▶ **LibreOffice Suite version 6.3.5**



Reference Cells



Reference Cells

- ▶ **A cell from sheet to a cell in another sheet**



Reference Cells

- ▶ **A cell from sheet to a cell in another sheet**
- ▶ **A cell from another spreadsheet**



Code Files

- ▶ **This file has been provided to you in the Code files link on this tutorial page**



Code Files

- ▶ **This file has been provided to you in the Code files link on this tutorial page**
- ▶ **Please download and extract the file**



Code Files

- ▶ **This file has been provided to you in the Code files link on this tutorial page**
- ▶ **Please download and extract the file**
- ▶ **Make its copy and use it for practising**



What is a Hyperlink?



What is a Hyperlink?

Hyperlink **within** documents **are words**
or phrases that can be clicked



What is a Hyperlink?

On clicking them, we jump to



What is a Hyperlink?

On clicking them, we jump to

- ▶ A new document



What is a Hyperlink?

On clicking them, we jump to

- ▶ **A new document**
- ▶ **A new section within the current document**



What is a Hyperlink?

On clicking them, we jump to

- ▶ **A new document**
- ▶ **A new section within the current document**
- ▶ **Even to a webpage**



Summary

In this tutorial, we learnt to:

- ▶ **Add** reference **to other** sheets
- ▶ **Insert** hyperlinks **in** Calc



Assignment

- ▶ **Open** Spreadsheet-Practice.ods
- ▶ **Find out the sum total of salary in Sheet 1**
- ▶ **Use sum total to display it on a different sheet using cell referencing**



Assignment

- ▶ **Use the Hyperlink icon and link LibreOffice website**
`https://www.libreoffice.org/`
(Internet connection is required to do this)



About Spoken Tutorial project

- ▶ Watch the video available at https://spoken-tutorial.org/What_is_a_Spoken_Tutorial
- ▶ It summarises the Spoken Tutorial project
- ▶ If you do not have good bandwidth, you can download and watch it



Spoken Tutorial Workshops

The Spoken Tutorial Project Team

- ▶ Conducts workshops using spoken tutorials
- ▶ Gives certificates to those who pass an online test
- ▶ For more details, please write to contact@spoken-tutorial.org



Answers for THIS Spoken Tutorial

- ▶ **Questions in THIS Spoken Tutorial?**
- ▶ **Visit**
<https://forums.spoken-tutorial.org>
- ▶ **Choose the minute and second where you have the question**
- ▶ **Explain your question briefly**
- ▶ **The Spoken Tutorial project will ensure an answer**

You will have to register to ask questions



Acknowledgements

- ▶ **Spoken Tutorial project is funded by MHRD, Govt. of India**



Thank you

- ▶ This tutorial was originally contributed by **DesiCrew Solutions Pvt.Ltd.** in 2011
- ▶ www.desicrew.in
- ▶ Thanks for joining

