

FIDELITY INVESTMENTS

Activity Overview

A mutual fund is an open-ended fund operated by an investment company, such as Fidelity®, which raises money from shareholders and invests in a group of assets in accordance with a stated set of objectives. Mutual funds raise money by selling shares of the fund to the public, much like how other companies sell stock themselves to the public. Mutual funds then take the money they receive from the sale of their shares (along with any money made from previous investments) and use it to purchase various investment vehicles, such as stocks, bonds, and money market instruments.

Fidelity® is the world's largest mutual fund broker and offers a variety of mutual funds to the public. The following activity illustrates how spreadsheets can be used to determine gains or losses in mutual fund investments.

In this activity, you will practice how to:

1. Format cells to negative numbers.
2. Change a cell's fill color.

Instructions

1. Create a NEW spreadsheet. Note: Unless otherwise stated, the font should be set to Arial, the font size to 10 point.
2. Type the data as shown.
3. Format the width of column A to 24.0 and left align.
4. Format the width of column B to 8.0 and left align.
5. Format the width of columns C - J to 11.0 and right align.
6. Format cells C1 - H1 as dates as showing mm/dd/yy.
7. Format cells C4 - J20 as numbers displaying 2 decimal places. Set the negative numbers to red and to display parentheses.
8. Format cells J4 - J20 as percentages displaying 2 decimal places.
9. Bold rows 1 and 2.
10. Underline row 2.
11. Compute the formulas for the first fund as follows:

- a. $01/01/05 \text{ VALUE} = 01/01/05 \text{ PRICED } 1/01/05 \text{ SHARES} \rightarrow$ In cell E4, type =C4*D4
 - b. $12/31/05 \text{ VALUE} - 12/31/05 \text{ PRICE} * 12/31/05 \text{ SHARES} \rightarrow$ In cell H4, type =F4*G4
 - c. $\$ \text{ GAIN/LOSS} = 12/31/05 \text{ VALUE} - 01/01/05 \text{ VALUE} \rightarrow$ In cell I4, type =H4-E4
 - d. $\% \text{ GAIN/LOSS} = \$ \text{ GAIN/LOSS} / 01/01/05 \text{ VALUE} \rightarrow$ In cell J4, type =I4/E4
12. Use the AutoFill feature to copy the formulas down for the remaining funds.
 13. Change the fill color for cells E1 -E20 and H1 - H20 to yellow.
 14. Change the fill color for cells I1 -I20 and J1 - J20 to light green.
 15. Insert a header that shows:
 - a. Left Section Activity 37-StudentName
 - b. Center Section FIDELITY INVESTMENTS
 - c. Right Section Current Date
 16. Insert a footer that shows:
 - a. Center Section PAGE number
 17. Display formulas in your spreadsheet by using <CTRL> +x to check for accuracy.
 18. Carefully proofread your work for accuracy.
 19. Save the spreadsheet as FIDELITY INVESTMENTS.
 20. Analyze the changes made to the data in the spreadsheet.
 21. Set the Print Area to include all cells containing data in the spreadsheet.
 22. Print Preview and adjust the Page Setup so that the spreadsheet fits on one page. Set the page orientation to landscape.
 23. Print a copy of the spreadsheet if required by your instructor.

	A	B	C	D	E	F	G	H	I	J
1	FIDELITY	TICKER	1/1/1905	1/1/1905	1/1/1905	12/31/1905	12/31/1905	12/31/1905	\$	%
2	FUND NAME	SYMBOL	PRICE	SHARES	VALUE	PRICE	SHARES	VALUE	GAIN/LOSS	GAIN/LOSS
3										
4	ASSET MANAGER	FASMX	16.2	165.32		16.05	166.97			
5	BALANCED	FBALX	17.82	156.58		18.76	159.71			
6	BLUE CHIP	FBCVX	12.55	154.32		13.5	157.41			
7	DESTINY I	FDESX	12.83	157.32		14.26	160.47			
8	DESTINY II	FDETX	11.92	147.35		11.89	147.35			
9	CAPITAL APPRECIATION	FDCAX	26.03	197.32		25.1	199.29			
10	DIVERSIFIED INTL.	FDIVX	28.64	132.45		32.54	132.45			
11	EQUITY INCOME	FEQIX	51.6	78.26		52.78	79.04			
12	EQUITY INCOME II	FEQTX	23.56	126.12		22.86	128.64			
13	EUROPE	FIEUX	34.11	123.45		35.97	124.68			
14	EXPORT	FEXPX	19.06	98.23		21.24	101.18			
15	FIDELITY	FFIDX	29.66	154.23		31.82	157.31			
16	GOVT BALANCED	FGBLX	20.99	123.26		21.06	123.26			
17	GROWTH COMPANY	FDGRX	56.06	83.21		63.63	83.21			
18	GROWTH AND INCOME	FGRIX	36.71	121.32		123.75	38			
19	HIGH INCOME	SPHIX	8.61	289.34		8.78	295.13			
20	INDEPENDENCE	FDFFX	17.82	128.32		19.65	132.17			