

**Field Trip # 22**

Developed by:

Subject:

Short description:

Educational Level:

Field trip type:

Educational

Outcomes:

Notes to instructor:

**Reading & Writing Excel**

Keith Lynn

Reading &amp; Writing Excel documents

The students will learn to use the 3<sup>rd</sup> party application POI in order to read & write Microsoft Excel documents.

9<sup>th</sup> – 12<sup>th</sup> Grade

Lecture with Activity

The student will be able to:

- Open an existing Microsoft Excel document
- Create a new Microsoft Excel document
- Create large amounts of data in Java which can be stored in a Microsoft Excel document

The POI package needs to be installed on the laptops. The documentation for POI can provide some ideas that the instructor can use. It's recommended that the instructor have a particular document in mind they want to create & show the student how to create the document. Also the instructor should create a Microsoft Excel document & have the students read it.