**MS Excel Tennis Portfolio - Part 2**

In the first section, I collected the data for all the currently active women’s singles Grand Slam Champions. Now, I’m ready to format the “RESULTS” column using cell styles. Cell styles made my data easier to interpret. In the “RESULTS” column, I selected the “Win” cells, navigated to the “Home” tab, went to the “Styles” group, and clicked on “Good”. When I clicked on “Good”, all my “Wins” cells were highlighted in green. I repeated this step for the “Loss” cells. But I clicked on “Bad” instead, so my “Loss” cells were highlighted in red.

Wins and losses are straight-forward results in tennis. But a walkover result is different. A walkover occurs when a player withdraws before the start of a match, or a player wins a match without having to face their opponent on court. So, the result doesn’t count towards a player’s record of wins and losses. When my “SCORE” column had the result of “Walkover”, my “RESULT” column had either one of two results - “Won” or “Withdrew”. In my “RESULT” column, the cells that had “Won” or “Withdrew” with the “SCORE” of “Walkover”, I customized those cells to have a style of “Neutral”. Just like I customized the “Wins” and “Losses” in my “RESULT” column with the “Good” and “Bad” Cell Styles respectively, I followed the same steps. But this time, I customized the “Won” and “Withdrew” cells to be “Neutral” instead.