IMPORTANCES OF SPREADSHEET or RECORDKEEPING IN SCHOOL AND CLASS ADMINISTRATION

* It helps to arrange data or information in proper location
* It facilitates the ranking of students marks
* It helps us to keep more information from different sources
* It also helpful in accountability.
* It is simply an easy ways of typing numerical data.
* Many people prefer to use spread sheet while they are analyzing data through chats.
* It can also facilitate deputy of study while he/she is making reports and categorizing students according to their level of success, fail.
* It can also help administrators to give report to their superior.