

Exercise 2: Inserting extra LPS into workbook

1. Open 'Malé Inv workbook Version 2.3_test data *your initials*.xls'
2. Go to **Menu 9** and then go to **Sheet: 8.1 'Large point source combustion emissions, general plant-specific details'**
3. **Unprotect worksheet:** On formatting toolbar, click on 'Tools', 'Protection', select 'Unprotect Sheet' and enter password 'RAPIDC' in uppercase.
4. **Insert a new row:** To allow a new power station to be added within the sub-sector 'Public electricity and heat production', click on the cell below the last space for the 'Name of facility' (cell D19) and, on formatting toolbar, click on 'Insert' and select 'Row'.
5. **Enter new plant details:** Type 'New power station' in cell D19, enter a fuel consumption of 2000 kt/yr, and same NCV as used for Chandrapura power Station. (We will skip other plant-specific details for the purposes of this exercise.)
6. **Drag and fill** the fuel consumption (TJ/yr) calculation cell: **Select cell O18, click on 'Fill handle'** (the 'fill handle' is the small white cross on bottom right corner of cell, your mouse cursor changes to a black cross when it is moved over the fill handle) and **drag down to cell O19** underneath. (The number '41868.00' should appear in cell O19.)
7. **Enter default temporal profile** of 8.33% for all 12 months. (**Tip:** Copy and paste all 12 of the 8.33% in the row above in one go using right mouse button.)
8. **Protect worksheet:** On toolbar, click on 'Tools', 'Protection', select 'Protect Sheet' and enter password 'RAPIDC' twice when asked.
9. **Go to next worksheet** 'Sheet 8.1.1 Large point source combustion emissions - sulphur dioxide (SO₂)' and **unprotect it** as before.
10. As in step 4, **click on cell D19** and then click on 'Insert', 'Row'.
11. **Drag and fill** from cell D18 to new cell D19. (The plant name 'New power station' should appear automatically in cell D19.)
12. **Enter 1% for S content of fuel** and **5% for S retention-in-ash** for 'New Power station' as for 'Chandrapura power Station'.
13. **Unhide calculation columns: Highlight columns M and P** by left clicking on the grey cell containing column header letter M at the top of the worksheet and dragging

across to the right one cell to column header letter P. **Right mouse click** and select **'unhide'**. Columns N and O should now appear.

- 14. Except for Cell P19**, with your mouse **drag and fill** all remaining empty green calculation cells in row 19 from the green cells in row 18.
- 15. To get the new total SO₂ emissions** in the last column, **cut and paste cell P18 to P19**. Find **formula bar** (situated just above column header letters) and **change N18 to N19**. (The formula changes from '=SUM(N16:N18)' to '=SUM(N16:N19)' so as to include emissions from the New power station. **Check new total = 139460 tonnes SO₂**.)
- 16. Finish editing the worksheet: Make cell P18 grey** (use 'paint pot' icon in tool bar), **hide columns N and O** (by selecting column letter headers as before, then right click and select 'Hide'), and **re-protect worksheet**.
- 17. In your real inventory**, this would have to be repeated for all other pollutants (i.e. Sheets 8.1.2 to 8.1.7) but we will stop here for the purposes of this exercise. (But you could **try repeating this for another pollutant for 'homework' tonight!**)