

# Creating an Algebra Formula Sheet in a Word Processor

## 在文字处理器中创建代数公式表

### Introduction 简介

Writing essays using the MLA format is a very common skill students need to master; however there are many other uses for a Word Processor. Word Processors can also be used to create technical documents for subject such as the Math or Science. Knowing how to label diagrams correctly and how to create formulas in a document are valuable skills.

使用MLA格式撰写论文是学生需要掌握的一项非常常见的技能；然而，文字处理器还有许多其他用途。文字处理器还可用于创建数学或科学等学科的技术文档。了解如何正确标记图表以及如何如何在文档中创建公式是很重要的。

In this project you will focus on several different technical skills that will help you create a variety of technical documents. To complete this project you will create a document with **tables**, insert objects into **cells**, and create mathematical equations using the “**formula editor**” tool.

在本项目中，你将重点学习几种不同的技术技能，这些技能将帮助你创建各种技术文档。要完成此项目，需创建一个包含表格的文档，将对象插入单元格，并使用“公式编辑器”工具创建数学方程。

You will also use the online graphing calculator on the “**Desmos Math**” website to graph all the equations in this project. Try experimenting by changing the values of each **variable** in the provided **polynomial equations**. Observe how the changes affects the shape of the **function**. You will also need to find missing values for the following three (3) function examples: Linear, Circler, and Ellipse.

此外，使用“Desmos Math”网站上的在线图形计算器绘制此项目中的所有方程式。尝试通过改变提供的多项式方程中的变量值来进行实验。观察这些变化如何影响函数的形状。并找出以下三（3）个函数的缺失值：线性、圆形和椭圆。

**You can access the Desmos Math Graphing calculator for free at:**

**免费使用 Desmos数学图形计算器:**  
<https://www.desmos.com/calculator>

**NOTE:** All of the missing **function** values in the example section are **whole numbers** and may be either a **positive** or **negative integers**. There are there (3) functions missing values in the example section, and each of these functions need two (2) different values to be considered complete.

注意：示例中所有缺失的函数值都是整数，可以是正整数或负整数。有（3）个函数缺少值，每个函数都需要两（2）个不同的值才能视为完整。

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## Additional Resources 额外资源

If you are using a word processor that does not have a formula editor tool, you can create formulas and export them as an image for free at:

如果你使用的文字处理器没有公式编辑器工具，可以通过以下链接以图片的形式免费导出创建的公式：

<http://www.codecogs.com/latex/eqneditor.php>

## Project Instructions 项目说明

-Change the document type to A4

将文档类型更改为A4

-Create an MLA formatted document that has:

创建具有以下内容的MLA格式文档：

- A header with your last name auto page #
- 带有本人姓氏的页眉自动页面#
- A project leader with your full name, teacher, class and date
- 项目左上角包含以下：姓名、老师、班级和日期
- A project title
- 项目名称
- A footer with the schools name
- 带有学校名称的页脚

-Use tables to effectively organize information

使用表格有效地组织信息

-Insert all required diagrams in the correct locations

在正确的位置插入所有必需的图表

-Use the formula editor tool to create all required formulas

使用公式编辑器工具创建所有必需的公式

-Use DESMOS Math to graph all equations online and find all the missing values

使用DESMOS Math在线绘制所有方程式并查找所有缺失的值

**When you are done your assignment save the document as:**

**按照以下格式命名文档：**

**“First Name”\_“Last Name”\_ Algebra.docx**

# Creating an Algebra Formula Sheet in a Word Processor

## 在文字处理器中创建代数公式表

Project: Algebra Math Sheet - Page 1 (Front) 项目：代数数学表 第一页 (正面)

Last Name 1

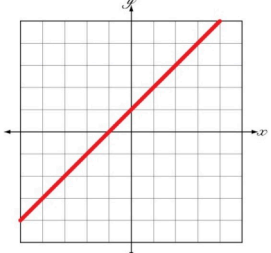
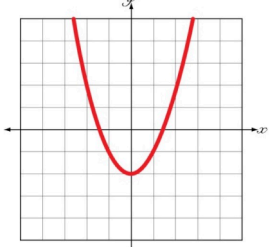
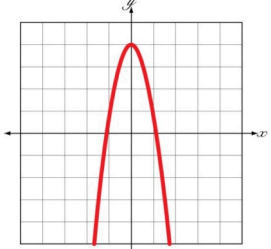
Name:

Teacher:

Class:

Date:

### (Your Name)'s Polynomial Equations

Equation Type:	Formula:	Example:
Linear	$y = mx + b$	 $m = \quad , b = \quad$
Quadratic	$y = ax^2 + bx + c$	 $a=1, b=0, c=-2$
Quadratic	$f(x) = a(x - h)^2 + k$	 $a=-3, h=0, k=4$

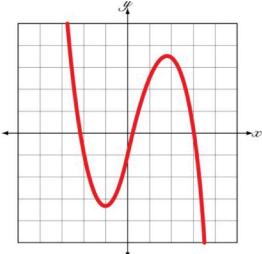
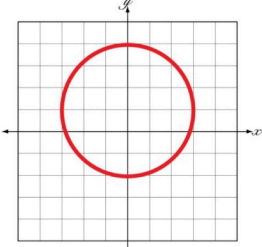
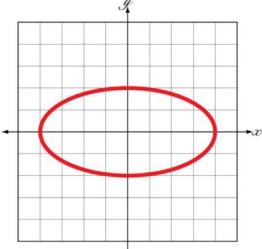
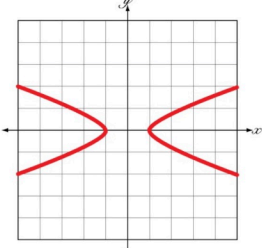
Footer Section (School Name Goes Here)

# Creating an Algebra Formula Sheet in a Word Processor

## 在文字处理器中创建代数公式表

Project: Algebra Math Sheet - Page 2 (Back) 项目：代数数学表 第二页 (背面)

Last Name 2

Equation Type:	Formula:	Example:
Cubic	$f(x) = ax^3 + bx^2 + cx + d$	 $a=-0.5, b=0.5, c=3.3, d=-1$
Circles	$r^2 = (x - h)^2 + (y - k)^2$	 $r = \_, h=0, k = \_$
Ellipse	$1 = \frac{x^2}{a^2} + \frac{y^2}{b^2}$	 $a = \_, b = \_$
Hyperbola	$1 = \frac{x^2}{a^2} - \frac{y^2}{b^2}$	 $a=1, b=0.4$

Footer Section (School Name Goes Here)