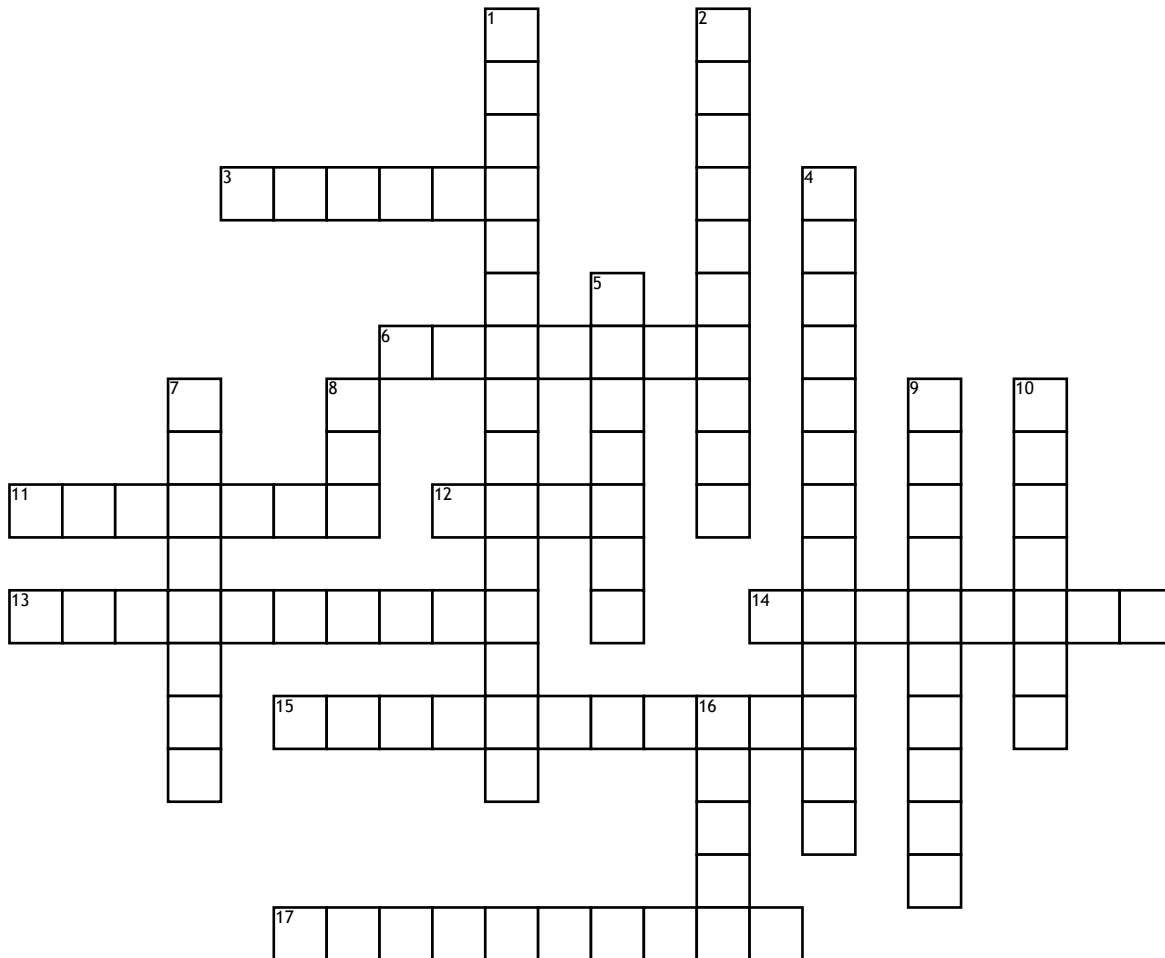


Name: \_\_\_\_\_

Date: \_\_\_\_\_

# Excel Terms 1



## Across

- 3. Vertical and names by a letter
- 6. a combination of numbers and symbols used to express a calculation
- 11. the exact location of a specific cell
- 12. Horizontal group of cells named by numbers
- 13. direction of rows in a spreadsheet
- 14. contains the name on the application and the document name

15. a grid made of columns and rows

17. name of the area within a worksheet that is selected and ready to receive information

## Down

- 1. a set of buttons to carry out common commands such as opening a file, printing, cut, copy, paste etc
- 2. where you enter values and perform calculations in a spreadsheet
- 4. to copy the formatting of one cell to another you would use the

5. a function that automatically identifies and adds ranges of cells in your worksheet

7. direction of columns in a spreadsheet

8. file name extension used for excel workbooks

9. symbol that starts a formula in a spreadsheet

10. lists the address of the active cell

16. a spreadsheet application tool that analyses data in a table format using formula