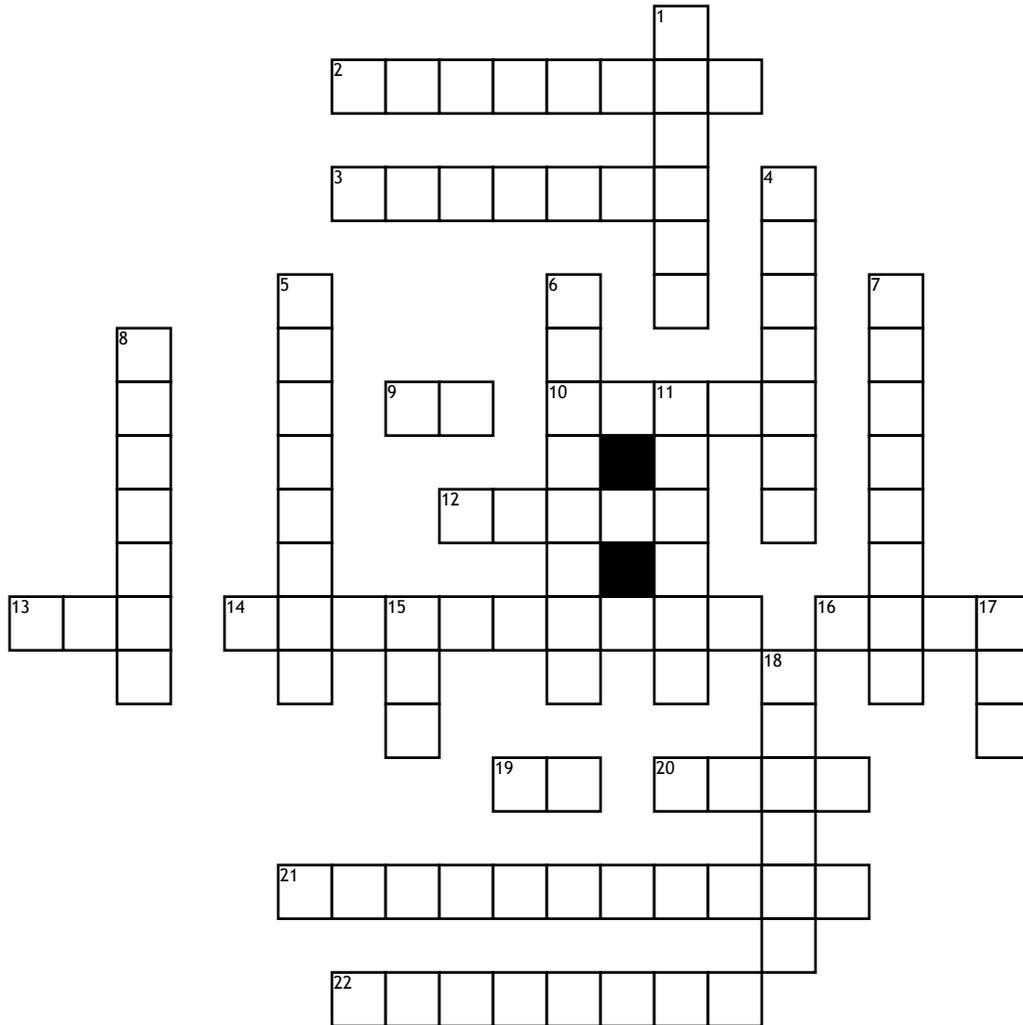


Excel Terms Review



Across

- 2. Hours worked multiplied by hourly rate
- 3. Function to find the average value in a group of cells
- 9. Keyboard function key that changes a relative cell address into an absolute cell address by adding \$'s.
- 10. Name of a select group of cells
- 12. Function to count a selected group of cells that have values in them.
- 13. Function to locate the lowest value in a select group of cells.
- 14. Area below the ribbon where you can type in equations to add, subtract, multiply or divide, etc...
- 16. Run horizontally and are represented by a number

- 19. Keyboard function key that places a select cell in "edit" mode.
- 20. What is created when a column and a row intersect.
- 21. A grid of columns and rows in Excel, with which to add labels, numbers, formulas and/or clipart.
- 22. The amount of earned income BEFORE deductions are subtracted.

- 7. An Excel file that may contain one or more spreadsheets/worksheetws
- 8. These run vertically and are represented by a letter
- 11. The amount of earned income AFTER deductions
- 15. Function to locate the highest value in a range of cells
- 17. Function that will add values in a range of cells
- 18. Data that appears in the form of numbers

Down

- 1. Data that appears in alphabetic form
- 4. Each cell has one and consists of a column letter and a row number
- 5. Collection of related worksheets or spreadsheets
- 6. Mathematical expressions that use values in spreadsheets to perform calculations.

Word Bank

- | | | | | | |
|-----------|----------|------------|---------|-------------|-------|
| Values | Columns | Workbook | Rows | SUM | MAX |
| Gross Pay | Formulas | Formulabar | F2 | Range | COUNT |
| F4 | Net Pay | Gross Pay | Labels | Spreadsheet | Cell |
| Workbook | Address | MIN | AVERAGE | | |