

Name: _____

Date: _____

Excel Vocabulary

- | | |
|--|---------------------|
| 1. What is a block of cells in an Excel worksheet? | A. Workbook |
| 2. What is a built-in calculation used to add a range of values together? | B. range |
| 3. What is the intersection of a column and a row on a worksheet? | C. Merge and Center |
| 4. What is a vertical series of cells in a table? | D. Active Cell |
| 5. What is a feature that enables you to automatically combine cells and center contents of the original? | E. Sheet Tabs |
| 6. What is a currently selected cell in a worksheet? | F. Column |
| 7. What is an Excel file with one or more worksheets? | G. SUM Function |
| 8. What are tabs that appear at the bottom of the workbook window, which displays the name of the worksheet? | H. Worksheet |
| 9. What is the work area for entering and calculating data made up of columns and rows? | I. Formula |
| 10. What is an instruction Excel uses to calculate a result? | J. Cell |