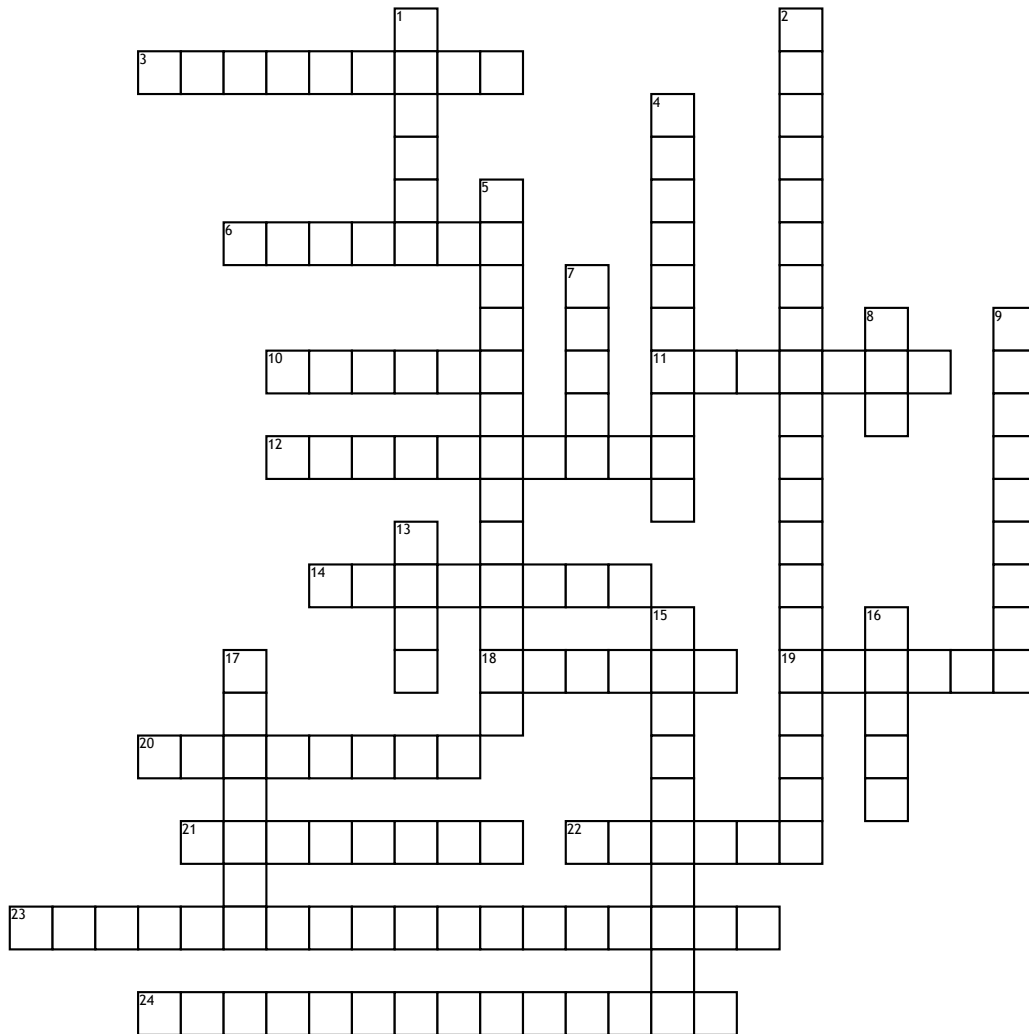


Name: _____

Excel Vocabulary Words



Across

3. It shows the worksheet that the user is currently working on.

6. A function that inserts a formula into a selected cell

10. Links data to a chart or graph

11. It displays the name of a cell

12. A cell that is selected by being clicked on by the mouse pointer

14. A circular chart that serves as a statistical graphic. its slices represent proportions of data

18. a region in which tabs, the menu, and the toolbar are located

19. A sheet of information that is formatted into a table, graph, or diagram.

20. A collection of one or more spreadsheets

21. A predefined formula that is used to calculations using specific values in certain orders.

22. A vertical series of cells in a spreadsheet.

23. A feature that contains commands/tools that are frequently used by the user

24. A graph that shows vertical bars with axis values for the bars.

Down

1. Text, dates, numbers, or Boolean data that is imputed into cells

2. Click on the first cell you want to select. Press and hold the Ctrl key then click the rest of the cells you want to select

4. A tool that lets users extend/fill data into a number of cells

5. Users have the ability to link charts to word documents

7. A collection of 2 or more cells

8. A group of cells that run horizontally.

9. Light grey lines that divide each cell, row, and column

13. A box in which data such as text, numerical values, or formulas can be imputed

15. A toolbar that can be used to copy or enter an existing formula into the cells.

16. Text within a cell that describes rows or columns surrounding it.

17. A expression that is used to tell a computer what mathematical operation to perform

Word Bank

QUICK_ACCESS_TOOLBAR

RANGE

RIBBON

CELL

FORMULA

PIE_CHART

Embedded Chart

NONADJACENT_SELECTION

FUNCTION

VALUES

COLUMN

WORKBOOK

CHARTS

ACTIVE_CELL

GRIDLINES

SHEET_TABS

NAME_BOX

LEGEND

LABEL

ROW

FORMULA_BAR

AUTOSUM

COLUMNBAR_CHART

FILL_HANDLE