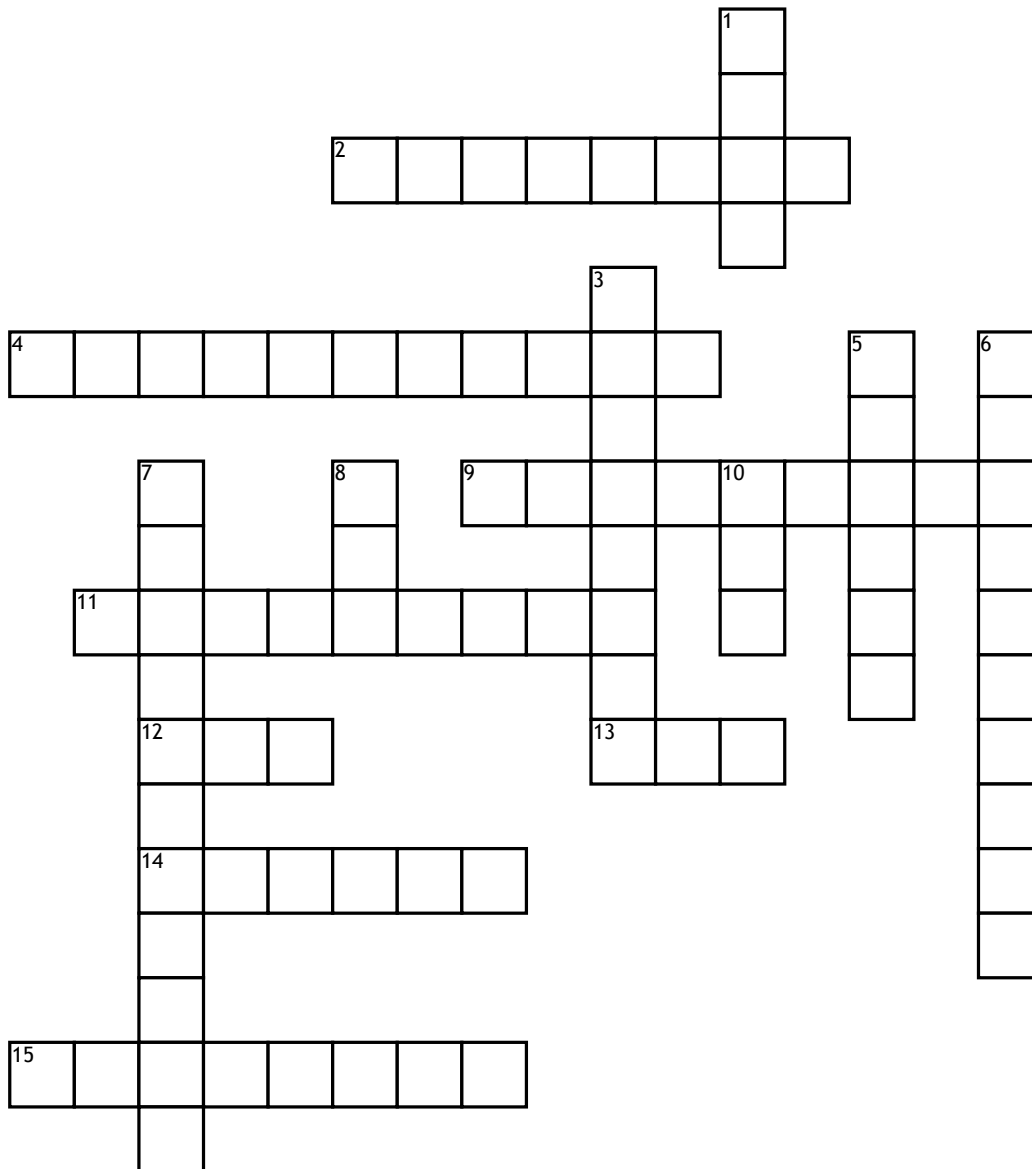


Hunters Swan Excel



Across

2. A chart that shows the relationship of a part of a whole
 4. A graphic representation of values and their relationships: pie, line, column, bar
 9. The work space made up of columns and rows
 11. The position of data within a cell
 12. Returns the largest value in a set of values

13. A horizontal group of cells

14. A vertical group of cells

15. a collection of related worksheets

Down

1. to arrange a list of words or numbers in ascending or descending order
 3. A symbol that indicates what mathematical operation to perform (+) (-) (*) (/)

5. Keeps selected rows or columns visible on the screen as the rest of the worksheet scrolls

6. Selected worksheet cell

7. a chart that uses bars of varying height to illustrate values in a worksheet

8. returns the smallest value in set of values

10. adds all numbers in a range of cells