

Name _____

Date _____

**8th Grade Computers:
Excel Vocabulary Test**

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|-----------------------------|--------------------------|-----------------------------|
| A. Absolute Cell References | H. Formula | O. Order of Evaluation |
| B. Active Cell | I. Function Formula | P. Range |
| C. Ascending Order | J. Header Row | Q. Relative Cell References |
| D. Cell | K. Merge | R. Spreadsheet |
| E. Cell Reference | L. Mixed Cell References | S. Worksheet |
| F. Descending Order | M. Operand | |
| G. Fill Handle | N. Operator | |

DIRECTIONS: Match the word above to its correct definition below. Place the letter of the correct term in the space provided.

- ___ 1. Labels at the top of columns in a worksheet
- ___ 2. A selected cell
- ___ 3. A small square in the bottom right corner of an active cell in a worksheet
- ___ 4. A symbol that tells Excel what mathematical operation to perform in a spreadsheet formula.
- ___ 5. A cell reference that contains both relative and absolute cell references
- ___ 6. A selected group of cells
- ___ 7. The box in a worksheet or table created by the intersection of row and column boundary lines
- ___ 8. The sequence used to calculate the value of a complex formula
- ___ 9. Sorts alphabetically from Z to A and numerically from the highest to the lowest number
- ___ 10. A grid of rows and columns containing numbers, text, and formulas
- ___ 11. Combine multiple cells into a single cell
- ___ 12. Identifies the column letter and row number (for example, A1 or B4)
- ___ 13. A spreadsheet.
- ___ 14. Equation used to calculate values in a spreadsheet cell
- ___ 15. A cell reference that is adjusted when the formula is copied or moved to a new location
- ___ 16. A cell reference that does not change when the formula is copied or moved to a new location
- ___ 17. A number or cell reference in a spreadsheet formula
- ___ 18. A special formula that names a function instead of using operators to calculate a result
- ___ 19. Sorts alphabetically from A to Z and numerically from the lowest to the highest number