Computerized Spreadsheets Final Exam 30 points

1. Provides information about the workbook

2. Hides a window so that only its program button is visible on the taskbar

3. Shows how the sheet will appear when printed

4. A set of characters that employ the same typeface

5. Set by Excel when the page of the printout is full and is identified by a dotted blue line

6. Displays the maximum value in the range

7. Tallies how many cells in the specified range contain numbers or dates

8. An object in a worksheet

9. Descriptive label or name for the chart

10. Extend the values of the major or minor tick marks across the plot area

11. Displays data values using a connected line rather than columns or bars

12. A group of related fields

13. Provide a way to quickly format an entire table using a present style definition

14. An object used to filter data in an Excel table

15. Graphical representation of the data in a Pivot Table

16. A connection between files that allows data to be transferred from one file to another

17. A link in a file to information within that file or another file

18. A spreadsheet written or tailored to meet specific needs

19. Text box that is attached to a specific cell in a worksheet in which you can enter notes

20. Limits user's ability to modify the worksheet's comments, structure or formatting

A. Chart Title

B. Slicer

C. Font

D. Excel Application

E. Hyperlink

F. Record

G. Automatic Page Break

H. Table Styles

I. Line Chart

J. Status Bar

K. MAX function

L. Minimize Button

M. Comment

N. Worksheet Protection

O. Page Layout View

P. Gridlines

Q. Embedded Chart

R. COUNT function

S. Pivot Chart

T. Link