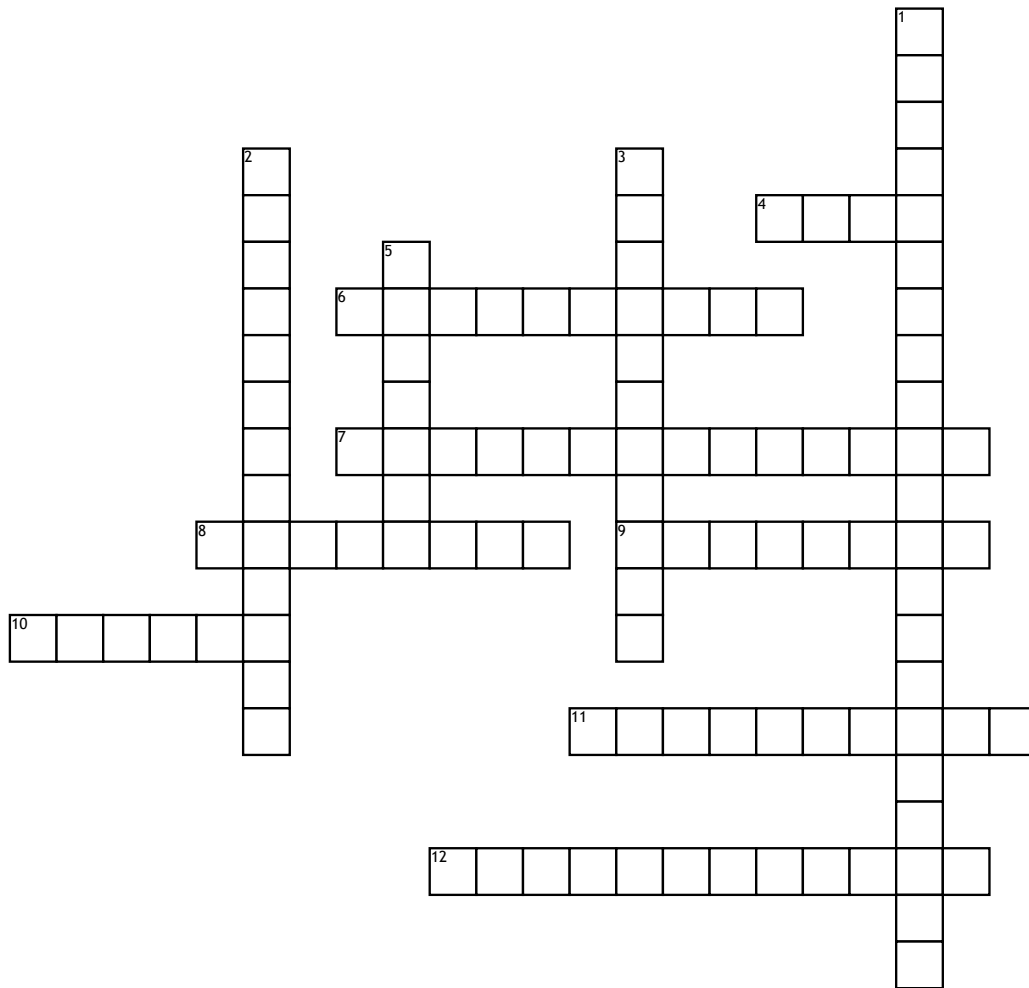


# Excel



**Across**

- 4. An intersection of a Row and Column.
- 6. Format cells with predetermined attributes
- 7. Sort alphabetically from A to Z and numerically from the lowest to the highest number
- 8. A value, cell reference, range or text that acts as an operand in a function formula.

- 9. A command that allows you to copy data from one cell to another
- 10. Vertical line of cells identified by letters
- 11. A thick border will appear where data is to be entered into the Active Cell.
- 12. This command allows the user to change chart features.

**Down**

- 1. A reference in a cell that does not change when copied to another cell.
- 2. Identifies the location of each cell in a Worksheet.
- 3. Used to design a graphical representation of data.
- 5. This feature allows you to identify a range of cells and enter a formula

**Word Bank**

- |                         |                |                 |
|-------------------------|----------------|-----------------|
| AutoFill                | AutoFormat     | Cell            |
| Column                  | Chart Wizard   | Argument        |
| Absolute Cell Reference | Chart Options  | AutoSum         |
| Active Cell             | Cell Reference | Ascending Order |