

Name: _____

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Class 4 - _____

Technology

Appropriate Online Behaviors Definitions

Match the following terms with their definitions.

1 _____ The address of a cell. The place where the column and row meet. The coordinate is named by the letter of the column and the number of the row.

2 _____ Cells connected horizontally (side-by-side) and identified by a number in an Excel spreadsheet

3 _____ Visual representations of the spreadsheet

4 _____ The boxes where data is input on an Excel spreadsheet

5 _____ The name of the Microsoft application / program that allows users to create spreadsheets

6 _____ Cells connected vertically (up & down) and identified by a number in an Excel spreadsheet

7 _____ The "Tab" to access chart / graphs in Microsoft Excel

8 _____ A computer program arranged in rows and columns of a grid. The data entered can be used in calculations.

Word Bank

- A** Excel
- B** Spreadsheet
- C** Cell
- D** Column
- E** Row
- F** Coordinate
- G** Graph
- H** Insert Tab