

Spreadsheet Vocabulary

Active Cell:	The cell that you are currently working in.
Autofill:	The act of reproducing the results of other cell functions.
Autosum:	A formula that will add up a column of numbers.
Cell:	The intersection of a row and a column on a spreadsheet in which data can be entered.
Cell Address:	The location of a cell on a spreadsheet, identified by the column letter, followed by the row number.
Data Entry Bar:	The area at the top of the spreadsheet used to enter data into the cell that you have chosen.
Formula:	A mathematical statement, which begins with an equal sign (=) that tells the computer to perform a calculation.
Graphs:	Charts that represent data.
Grid:	A blank set-up of rows and columns in a spreadsheet for data to be entered on.
Range:	A block of cells on a spreadsheet.
Row:	The horizontal divisions of a spreadsheet.
Sheet Tabs:	Tabs that identify the worksheets in a workbook.
Worksheet:	One page of a spreadsheet.
Workbook:	Many worksheets, typically under one file name.