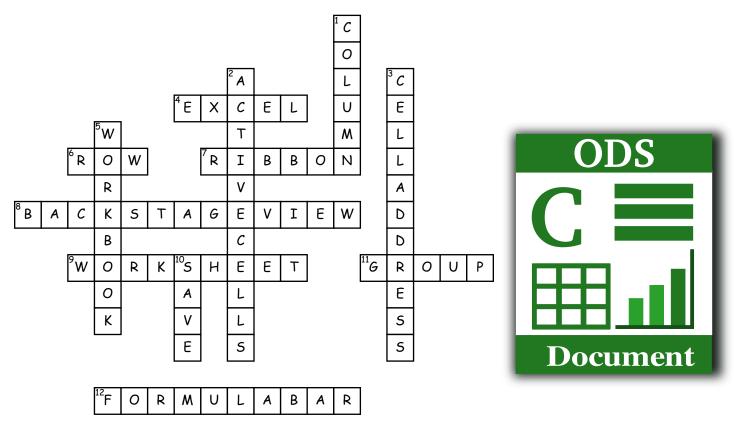
## Spreadsheet Crossword Puzzle



## <u>Across</u>

**4**. A spreadsheet program included in Microsoft office.

6. A column on the worksheet.

7. Tools used for excel that displays across the top of the window.

8. Where you can manage your files.

9. Where you enter information.

**11**. Commands on the default ribbon tab. and adds commands within a group.

12. Make changes directly in the cell.

## Down

1. Starts at the top of the worksheet and goes to the bottom of the worksheet. (A, B, C)

2. A cell in excel spreadsheet that is currently selected by clicking mouse pointer or keyboard keys.

3. Consists of a column indicator and a row number.

5. Spreadsheet file

10. to keep and store files for future use.