

Change the order of the letters to find the original word.

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| C<br>_____ | = 1. LLEC<br>A box on a spreadsheet can contain text, numbers and formula.                                                      |
| C<br>_____ | = 2. IBCUTEAERLTLST<br>The way a spreadsheet cell displays data such as numbers or dates.                                       |
| R<br>_____ | = 3. EIVEALCNRER EFEERT<br>When a formula in a spreadsheet is changed relative to its position, during copying or replication.  |
| S<br>_____ | = 4. HEETSDAEPRS<br>A program which divides the screen into rows and columns. Cells can contain text, numbers or formulas.      |
| C<br>_____ | = 5. NTIRCHAG<br>Drawing a graph from a set of numerical data, usually from a spreadsheet.                                      |
| R<br>_____ | = 6. PTELAECIR<br>Copy                                                                                                          |
| S<br>_____ | = 7. NISROTG<br>Putting as list of items into order, for example numeric or alphabetic.                                         |
| N<br>_____ | = 8. BMERUN<br>Data consisting or numbers which may have fractions or a decimal point.                                          |
| D<br>_____ | = 9. IGNALMKNCEADYI<br>The change to the data in one file is automatically carried out to the same data in another file.        |
| R<br>_____ | =10. SRWO<br>Horizontal parts of a spreadsheet.                                                                                 |
| C<br>_____ | =11. MCSNOUL<br>Vertical parts of a spreadsheet.                                                                                |
| C<br>_____ | =12. TSNCOIIGHIUMCS<br>Changing the human computer interface of a General Purpose Package or Operating System to suit the user. |
| S<br>_____ | =13. TTLSNRMAEFFDOSDIRA A<br>A way of storing data so that it can be understood by different packages.                          |
| C<br>_____ | =14. EOPRTCCLTNILOE<br>Locking the contents of a cell to prevent them from being changed.                                       |
| T<br>_____ | =15. TETX<br>Character or symbols displayed on a screen or printed as a hard copy on a printer.                                 |