

Match the definition with the vocabulary word. Put your answers in the magic squares below. When your answers are correct, all columns and rows will add to the same number.

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|--------------|-----------------------|--------------------|
| A. Cell | D. ASCII | G. Cell Attributes |
| B. Alignment | E. Relative Reference | H. Spreadsheet |
| C. Hard Copy | F. Sorting | I. Charting |

1. A program which divides the screen into rows and columns. Cells can contain text, numbers or formulas.
2. A printed copy of your work, usually on paper.
3. American Standard Code for Information Interchange.
4. A box on a spreadsheet can contain text, numbers and formula.
5. When a formula in a spreadsheet is changed relative to its position, during copying or replication.
6. Drawing a graph from a set of numerical data, usually from a spreadsheet.
7. Putting as list of items into order, for example numeric or alphabetic.
8. The way a spreadsheet cell displays data such as numbers or dates.
9. The way text is set out, for example, left, right, centred or justified.

A=	B=	C=
D=	E=	F=
G=	H=	I=