

Microsoft Office Excel 2007

Chapter Three: What-If Analysis, Charting, and Working with Large Worksheets

Double Entry Definition Journal

Key term	Definition	How does this key term relate to your prior experience?
#REF! (EX 180)	Error message- cell reference error	11th grade
Office Clipboard (EX 174)	A reserved place that allows you to collect text and graphic items	11th grade
drag and drop (EX 177)	Using the mouse to move or copy cells	11th grade
format symbol (EX 180)	Excel immediately displays it with its assigned format	11th grade
freeze the titles (EX 181)	Excel always displays the titles	11th grade
date stamp (EX 183)	Shows the date a workbook, report, or other document was created or the period it represents	11th grade
NOW function (EX 183)	One of 14 date and time functions in Excel	11th grade
absolute cell reference (EX 186)	Instructs a cell to keep a cell reference constant	11th grade
mixed cell reference (EX 186)	Only one dollar sign before either column or row	11th grade
relative cell reference (EX 186)	Instructs Excel to adjust the cell reference as it copies it to the destination area	11th grade
IF function (EX 189)	Useful when you want to assign a value to a cell based on a logical test	11th grade
nested IF function (EX 195)	A function in which the action to be taken for the	11th grade

	true or false case includes yet another IF function	
underline (EX 203)	Underlines only the characters in the cell, rather than the entire cell, as is the case when you assign a cell a bottom border	11th grade
category names (EX 204)	Entries into a pie chart	11th grade
chart sheet (EX 204)	Contains only the chart	11th grade
data series (EX 204)	Data that determines the size of the slices in the pie	11th grade
exploded Pie chart (EX 204)	A chart with one or more slices offset	11th grade
Pie chart (EX 204)	Shows the relationship of parts to a whole	11th grade
offsetting (EX 213)	Exploding it from the rest of the slices to that it stands out.	11th grade
sensitivity analysis (EX 213)	Analyzes how sensitive the chart is.	11th grade
what-if analysis (EX 223)	Scrutinize the impact of changing values in cells that are referenced by a formula in another cell	11th grade
goal seeking (EX 225)	Determine the value of a cell on which the formula depends.	11th grade