

Test 4 Study Guide

-What does a spreadsheet consist of?

A grouping of text and numbers in a rectangular grid or table

-What is a label?

A label most often refers to a text entry such as a heading used to identify a column of data.

-What is the default alignment of a cell which begins with a label?

-Does the print command cause that portion of the current window visible on the screen to be printed unless changed in options?

- Can margins be set using inches and centimeters?

-Can you perform a series fill in any direction?

-Can functions have more than three arguments?

-How are absolute cell reference, and mixed cell reference identified?

-Can charts contain data from a completely separate spreadsheet?

-A chart must be recreated when values are changed?

-can scales on the vertical and horizontal axis be modified?

-is it mandatory that the arguments in an array formula be absolute value?

-How are DSUM and DCOUNT different from SUM and COUNT?

SUM-Function adds the values in a specified range

COUNT-Function that tallies how many cells in specified range contain numbers or dates

DSUM>Returns the sum of the values in the summary column that meet specified criteria

DCOUNT>Returns the number of cells containing numbers that meet specified criteria

-Know the IF statement arguments

-Can the PMT only be used if the payments are the same?

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