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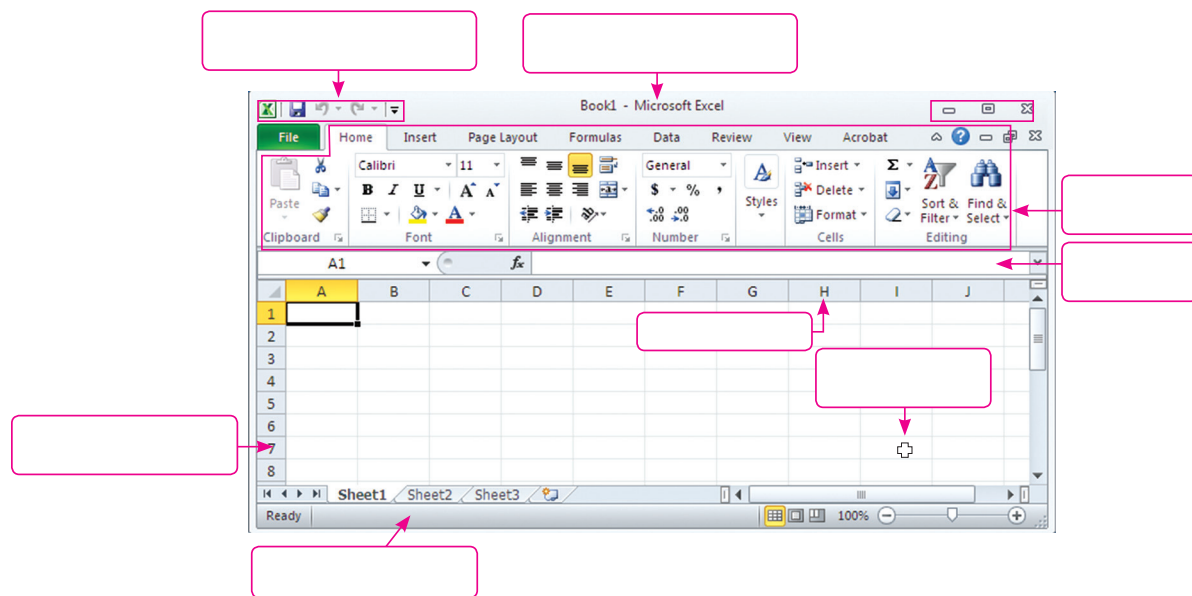
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SPREADSHEETS—AN INTRODUCTION

Chapter-5

A. Label the following components of Excel 2016 interface.



B. Fill in the blanks using the hints given below:

Hints: Formula, Name Box, Worksheet, Quick Access

- displays the address of the active cell.
- Toolbar displays commonly used commands such as Save, Undo and Redo.
- bar is used to enter and edit formulas and perform calculations on your worksheet data.
- is also called spreadsheet.

C. Answer the following questions:

- What is Ribbon in Excel 2016?

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- What is an active cell?

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