

SPREADSHEET FEATURES

1. Label the different parts of the spreadsheet below with these terms


Worksheet	Value	Text Label	Active Cell
Row	Column	Formula	Cell Reference G5

Microsoft Excel - fruit.xls

File Edit View Insert Format Tools Data Window Help

Arial 14 B U

SQRT X ✓ = =C3*D3

	A	B	C	D	E	F	G
1							
2		Fruit	Price each	Number needed	Costs		
3		Apple	£0.30	3	=C3*D3		
4		Orange	£0.25	2			
5		Banana	£0.50	4			
6		Cherry	£0.03	12			
7		Grape	£0.02	15			
8		Pineapple	£1.50	1			
9							
10							
11							

2. What symbol must a formula always start with?

3. What symbol would you use to add two numbers together?

4. What symbol would you use to subtract a number?

5. What symbol would you use to multiply two numbers?

6. What symbol would you use to divide a number?

7. Write the formula to work out the cost of the bananas

8. Write the formula to work out the cost of the pineapple