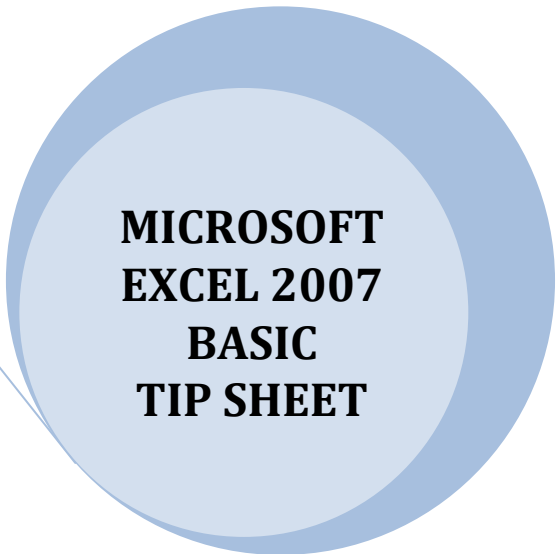


# MS Excel - Workbook Overview

Getting to know the **Excel Workbook** requires familiarity of terms.



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The screenshot shows the Microsoft Excel 2007 interface with the following components labeled:

- Name Box with Active Cell Ref.:** Points to the 'A1' label above the active cell.
- Sheet 1 Worksheet:** Points to the 'Sheet1' tab at the bottom.
- Row Heading 4:** Points to the number '4' in the row header on the left.
- Cell A1:** Points to the active cell in the grid.
- Column Heading Q:** Points to the letter 'Q' in the column header at the top.
- Gridlines:** Points to the grid lines separating cells.
- Formula Bar:** Points to the bar below the ribbon used for entering data or formulas.
- Scroll Bars:** Points to the horizontal and vertical bars on the right side of the grid.
- New Sheet Button:** Points to the '+' icon on the sheet tab bar.
- Tab Split Box:** Points to the vertical line between sheet tabs.
- Status Bar:** Points to the bar at the bottom of the window showing 'Ready'.
- Tab Scrolling Buttons:** Points to the left and right arrows on the sheet tab bar.
- Sheet Tabs:** Points to the 'Sheet1', 'Sheet2', and 'Sheet3' tabs.
- View Buttons:** Points to the icons in the bottom right corner for changing views (Normal, Gridlines, Formulas, etc.).