



Objectives Define The Terms Spreadsheet And Worksheet. Identify The Parts Of A Worksheet. Start Excel, Open An Existing Workbook, 1th, 2024Excel Lesson 1 Microsoft Excel Basics - Business Statistics2 Pasewark & Pasewark Microsoft Office 2010 Introductory Objectives Define The Terms Spreadsheet And Worksheet. Identify The Parts Of A Worksheet. Start Excel, Open An Existing Workbook, 1th, 2024Excel 1 Microsoft Excel 2019 Mercer County Library System ...17. Cut, Copy & Paste Highlight Or Select The Cells That You Want To Move Or Copy. On The Home Tab, In The Clipboard Group, Do One Of The Following: To Move Cells, Click Cut. To Copy Cells, Click Copy. Select The Destination Cell(s) For The Pasted Values. On The Home Tab, In The Clipboard Group, Click Paste. 18. Switch Data Between 3th, 2024. Microsoft Excel For Mac Basic - Excel CoursesHide A Worksheet: Right-click The Sheet Tab And Select Hide From The Menu. Rename A Worksheet: Double-click The Sheet Tab, Enter A New Name For The Worksheet, And Press Enter. Change A Worksheet's Tab Color: Right-click The Sheet Tab, Select Tab Color, And Choose The Color You Want To Apply. Move Or Copy A Worksheet... 2th, 2024

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