**SnowSmart Day #4 (Define Words)**

Define these terms. You may use your computer or phone to research a definition. Write down the definition on your own paper or email to me if possible at [Leeann.ferguson@christian.kyschools.us](mailto:Leeann.ferguson@christian.kyschools.us)

**Word**

1. Banners
2. Text Box
3. Page border
4. Special Shapes (autoshapes)
5. Alignment
6. Shading
7. Built in styles
8. Charts (graphical representations)
9. Y-axis
10. X-axis

**Excel**

1. Fill handle
2. Gridline
3. Workbook
4. Graph
5. Cell
6. Selecting
7. AutoSum
8. Formula
9. Column
10. Row
11. Table
12. Access
13. Table
14. Database
15. Record
16. Query
17. Form
18. Field

**PowerPoint**

1. Slide
2. Design
3. Layout
4. Animation
5. Transition
6. Effects