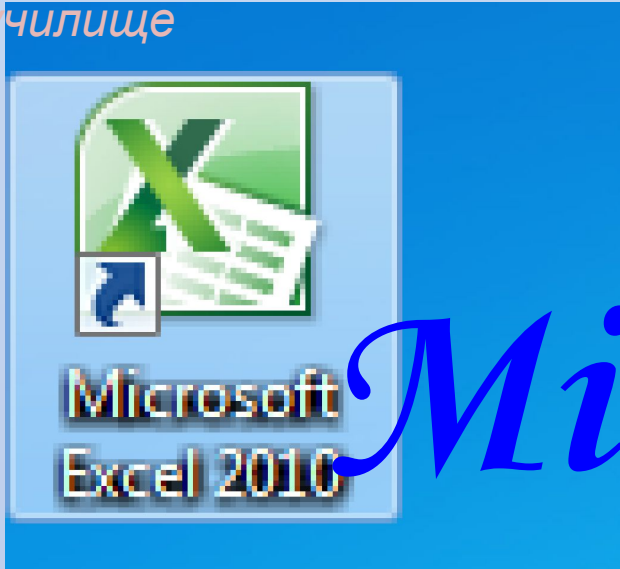


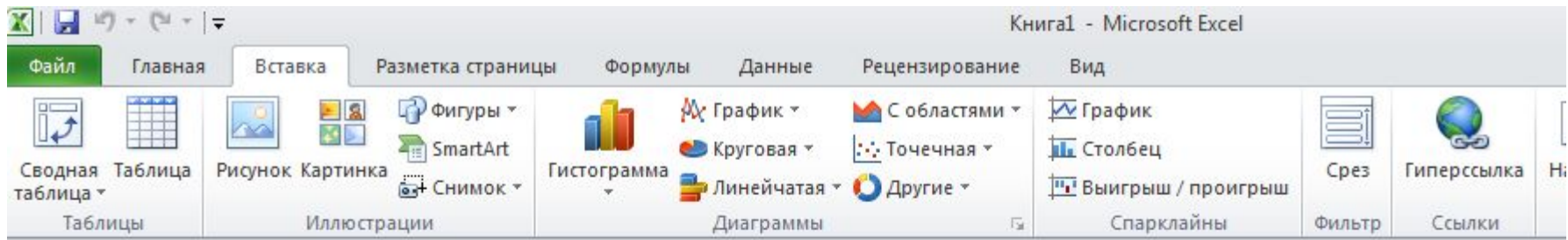
*Московское суворовское военное училище*



# *Microsoft Excel*



*Преподаватель информатики и ИКТ Салимуллина Л.Н.*



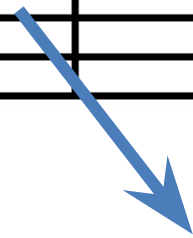
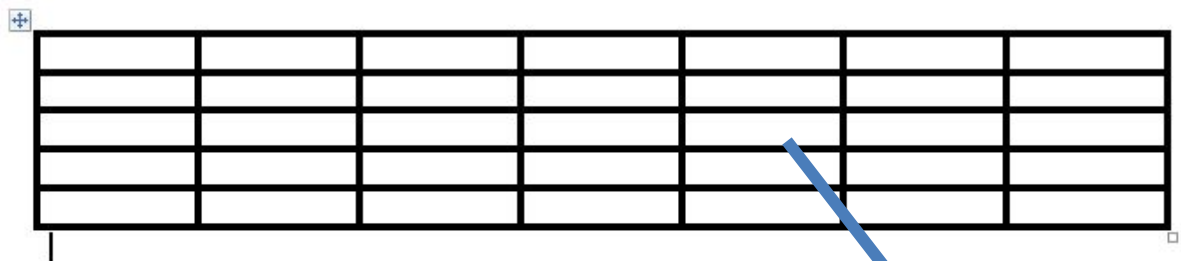
A1

|    | A | B | C | D | E | F | G | H | I | J | K | L | M | N |
|----|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 2  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 3  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 4  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 5  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 6  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 7  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 8  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 9  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 10 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 11 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 12 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 13 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 14 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 15 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 16 |   |   |   |   |   |   |   |   |   |   |   |   |   |   |

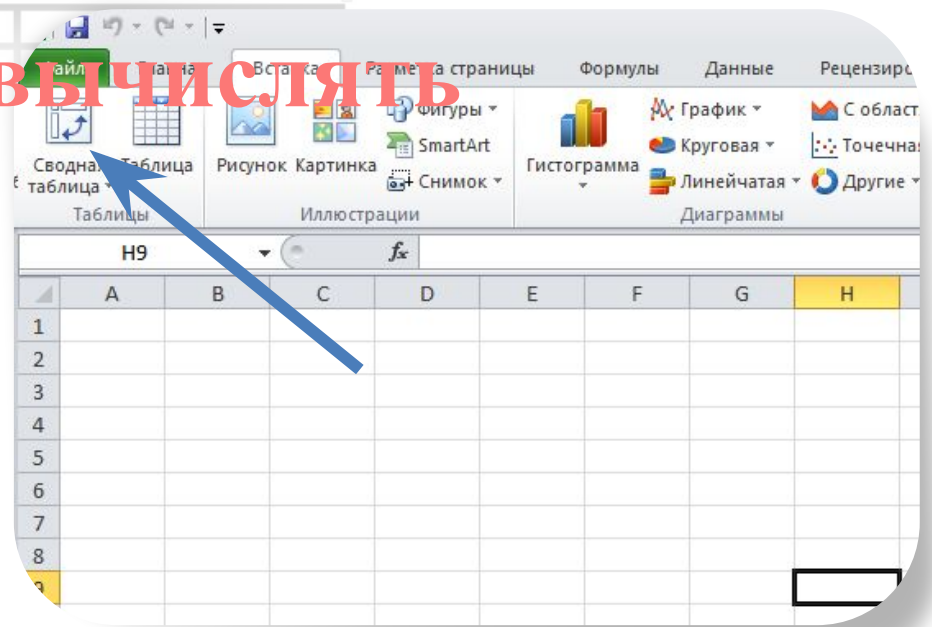
**Программа MsExcel:**  
– *электронная таблица (ЭТ),*  
– *используется для вычислений.*

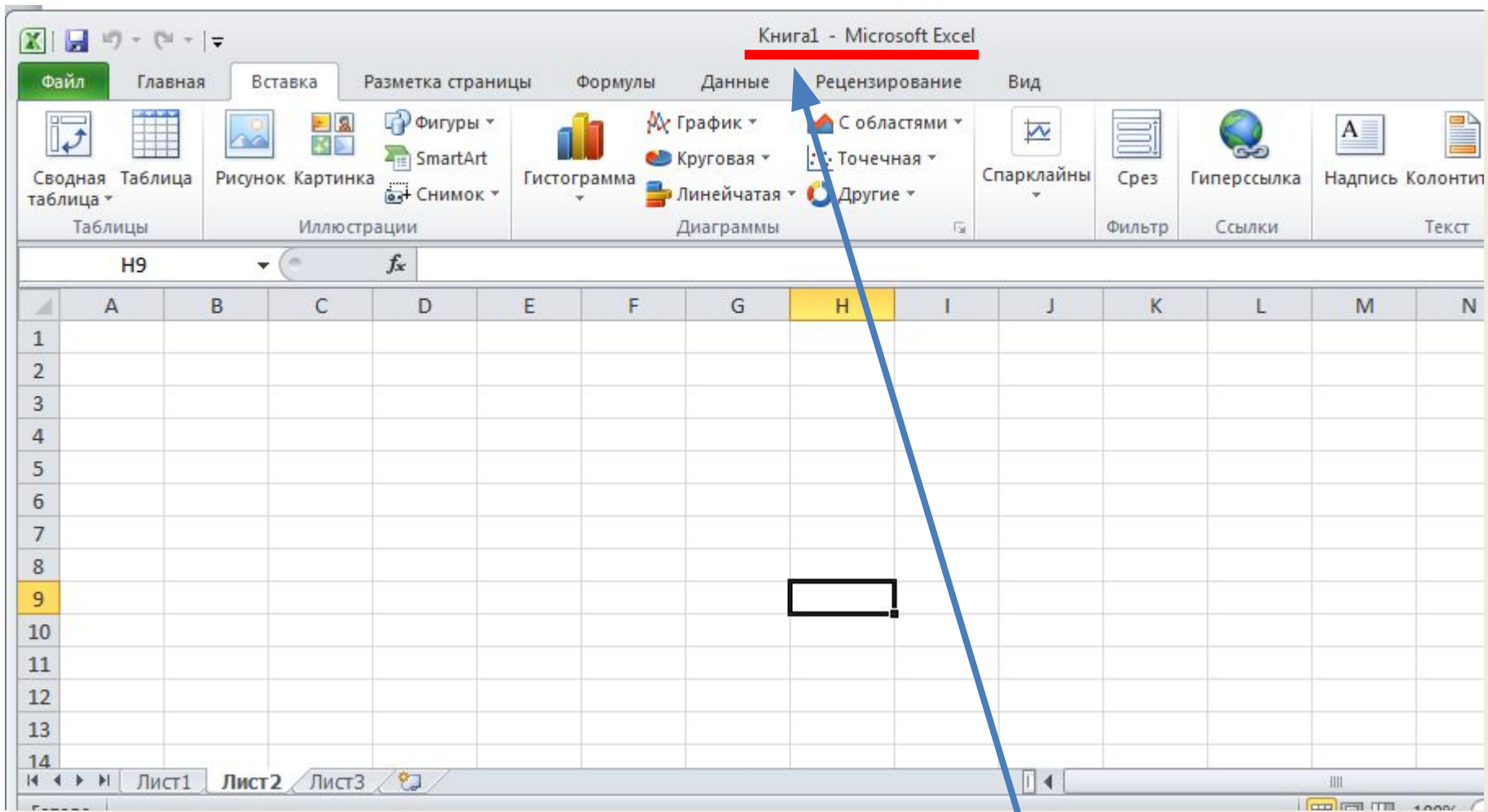


## Разница между таблицами MsWord и MsExcel

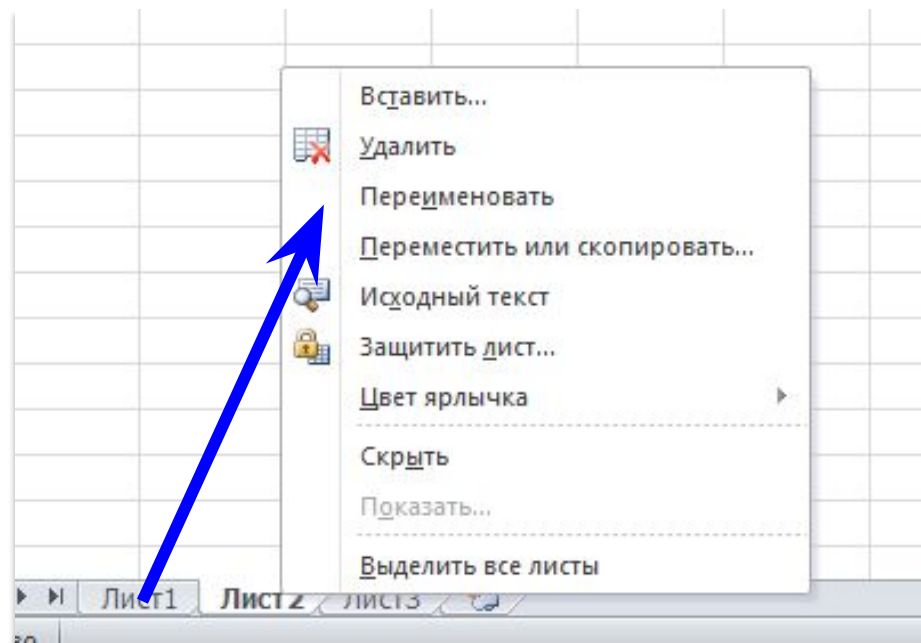
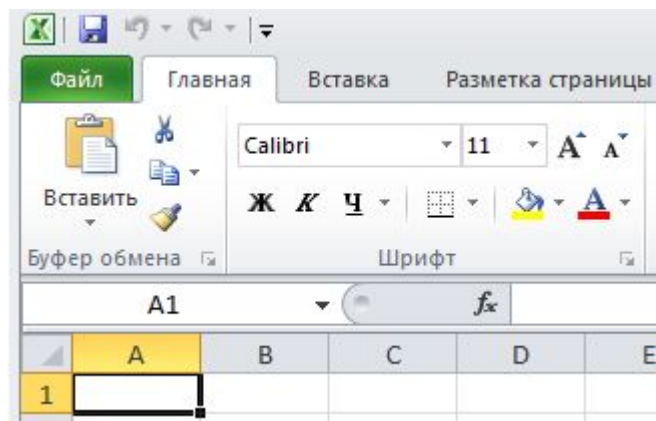


**! В MsExcel можно вычислять**



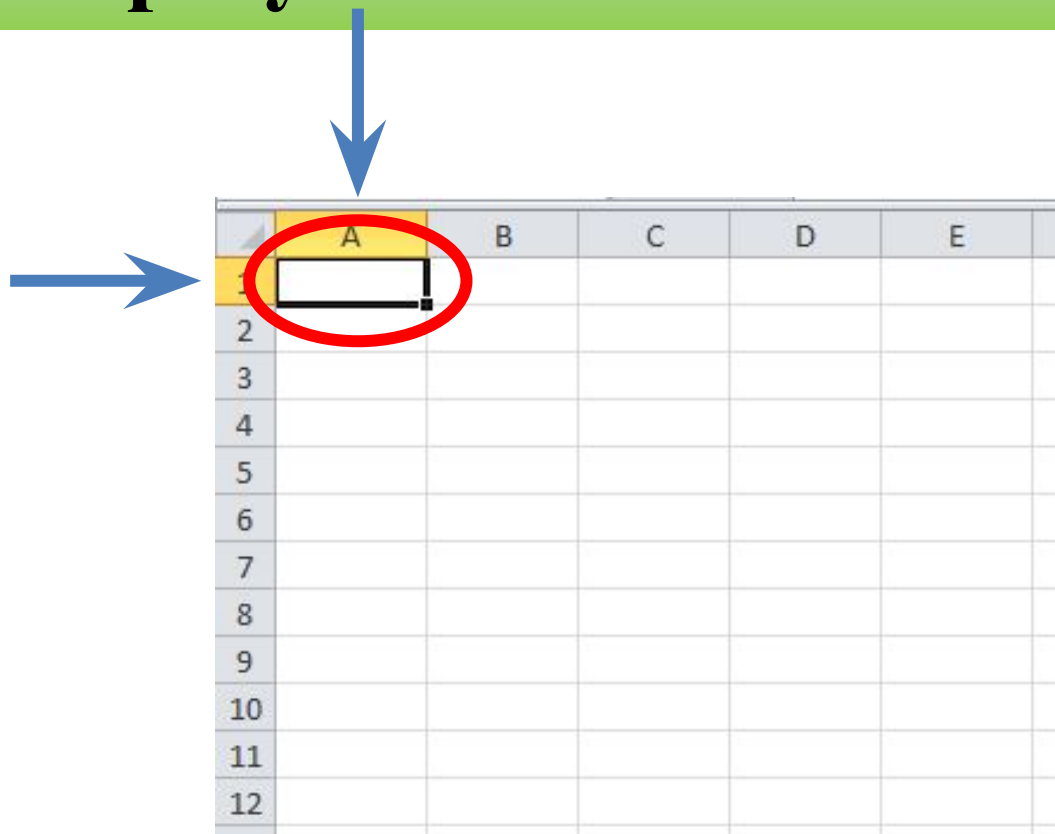


**Документ MsExcel: рабочая книга, т.к. состоит из листов (изначально из 3 листов).**



- Листы можно:**
- 1. Добавлять**
  - 2. Удалять**
  - 3. Копировать**
  - 4. Перемещать**
  - 5. Переименовывать**

**Вид каждого листа – ЭТ, состоящая из столбцов и строк, на пересечении которых образуются ячейки**



The diagram illustrates an Excel grid with columns labeled A through E and rows labeled 1 through 12. The cell at the intersection of column A and row 1 is highlighted with a red circle. A blue arrow points from the text above to this cell, and another blue arrow points from the left towards the grid.

|    | A | B | C | D | E |
|----|---|---|---|---|---|
| 1  |   |   |   |   |   |
| 2  |   |   |   |   |   |
| 3  |   |   |   |   |   |
| 4  |   |   |   |   |   |
| 5  |   |   |   |   |   |
| 6  |   |   |   |   |   |
| 7  |   |   |   |   |   |
| 8  |   |   |   |   |   |
| 9  |   |   |   |   |   |
| 10 |   |   |   |   |   |
| 11 |   |   |   |   |   |
| 12 |   |   |   |   |   |

**Имена столбцов – латинские буквы от A до IV  
(IV – Excel 2003, XFD – Excel 2010)**

**Имена строк – числа от 1 до 65536  
(65536 – Excel 2003, 1048576 – Excel 2010)**

