**Module 4 – Navigating Workbooks**

**Exercise**

1. Open the file called **Loan Workbook**.
2. Take a look at the sheet **Terms of Loan** and **Detail Sheet for 5-Year Loan**.
3. On the sheet **Terms of Loan,** practice changing cells Ds, D4, & D5 to see what the monthly payment will be.
4. On thesheet **Detail Sheet for 5-Year Loan,** navigate to the last cell, F70 and then go back to cell A1. Practice navigating in this file.
5. On the sheet **Terms of Loan,** write a formula that links cell D3 to cell C9 on the **Detail Sheet for 5-Year Loan.**
6. On thesheet **Detail Sheet for 5-Year Loan,** Freeze rows 1-7 then scroll down to see that row 1-7 stay at the top of the sheet. Remove the Freeze option.
7. Split the screen at cell B8. Then scroll to see both the 1st month of the loan and the last month of the loan on the screen at the same time.
8. Remove the Split screen option.
9. Save and close the file.