**Key Term Matching Answer Key**

**Exploring Microsoft Excel 2016, Chapter 9**

1. Occurs when a formula or function violates construction rules.

**Q. Syntax error**

2. An electronic marker that, when clicked, connects to another location in the same or a different worksheet, opens another file, opens a webpage in a web browser, or opens an email client and inserts an email address into the To box.

**H. Hyperlink**

3. Rules that dictate the type of data that can be entered in a cell.

**T. Validation rule**

4. Checks a cell and returns the result, if possible, or returns an error message.

**I. IF ERROR function**

5. A file that contains a link to retrieve data from a source file.

**D. Destination file**

6. A feature that requires specified rules be followed in order to allow data to be entered in a cell.

**B. Data validation**

7. Tools to enable you to detect and correct errors in formulas by identifying relationships among cells.

**F. Formula auditing**

8. A colored line that shows relationships between precedent and dependent cells.

**R. Tracer arrow**

9. The process of creating external cell references from worksheets in one workbook to cells on a worksheet in another workbook.

**K. Linking**

10. The process of selecting two or more worksheets so that you can perform the same action at the same time on all selected worksheets.

**G. Grouping**

11. The process of dividing a worksheet window into two or four resizable panes so you can view separate parts of a worksheet at the same time.

**P. Splitting**

12. The process of deselecting grouped worksheets so that actions performed on one sheet do not affect other worksheets.

**S. Ungrouping**

13. A vertical or horizontal line that frames panes in a worksheet and enables the user to resize the panes.

**O. Split bar**

14. A cell containing a formula that relies on other cells to obtain its value.

**C. Dependent cell**

15. Occurs when a formula uses incorrect cell references and produces inaccurate results.

**L. Logic error**

16. A reference within in a formula or function on one worksheet that includes the name of another worksheet, column letter, and row number located within a workbook.

**A. 3-D reference**

17. A file that contains original data that you need in another file.

**N. Source file**

18. A cell that is referenced by a formula in another cell.

**M. Precedent cell**

19. A message that displays when the user enters invalid data in a cell containing a validation rule.

**E. Error alert**

20. Descriptive text or instructions that inform a user about the restrictions for entering data in a cell.

**J. Input message**