

	backgrounds, etc.
Previewing a presentation	Shows what printouts will look like
Time stamp	Date automatically updated in footer
Slide master	Template that applies to all slides in presentation
Notes Page view	Used to add/format notes, add graphics to notes, and format layout of Notes page
Notes Master	Used to change layout and look of printed speaker notes
Slide transition	How one slide changes to the next in Slide Show view
Animation	Visual effect in which objects appear to move
Annotations	Markings made on a slide that help the audience better understand the content (ie. highlighting, drawing)

Preview from Notesale.co.uk
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⇒ ""	⇒ Used to compare 2 values, often used in the comparison argument (<, >, =, <= (less than/equal to), >= (greater than/equal to), <> (not equal to) ⇒ Check to see if cell is empty, or display nothing in a cell
Amortization	Method for computing equal periodic payments for an installment loan (ie. car loan, mortgage)
Principal	Amount of money owed, decreases w/each payment made
Amortization table	Displays the interest and principal amounts for each payment of an installment loan
PMT function	Used to calculate the equal periodic payment for an installment loan =PMT(rate, term, principal) (rate = interest rate per period, for monthly payments divide by 12, term = total # of payments to be made, principal = amount borrowed, must be negative)
TODAY function	Displays the current date
NOW function	Displays the current date and time
Table	Allow a range of related data to be managed and analyzed independent of any other data in the worksheet
Filter	Displays only rows that meet specific criteria
Calculated column	Allows a single formula to be entered in a cell and then the formula is automatically copied to all other cells in the column
PivotTable ⇒ PivotTable report	Each column of a worksheet is a field that can be used in a report to summarize data ⇒ Allows worksheet data to be put into small, concise reports, simplifying data analysis
CHOOSE function	Lookup function that is used to return a value from a list of values =CHOOSE(choice, option, option, ...) (choice = #/formula/cell reference from 1 to 254,