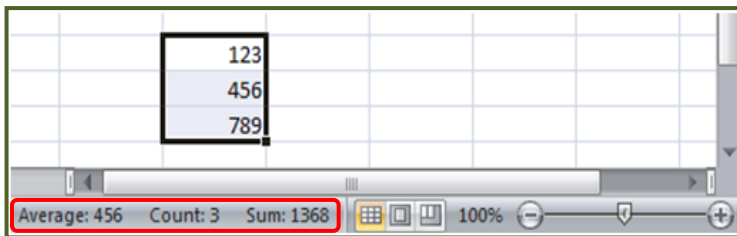


## PC Tip of the Week: Quick Calculations in Excel 2007

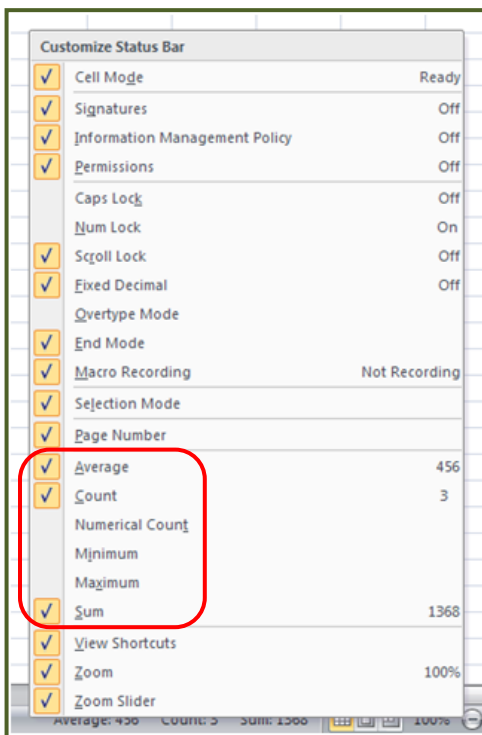
The Status Bar in Excel has long provided quick results for simple calculations, without entering formulas. In Excel 2007, more information is now provided.

- (1) Highlight the range of cells to be calculated.
- (2) Check the *Status Bar* in the bottom right corner for results.

**Instead of displaying one calculation, Excel now displays three.**



- (3) Right-click the Status Bar to display a list of additional options.
- (4) Select options to display other calculations that may be helpful to you.



### Computer Term of the Week

**Knol:** according to Google, "a unit of knowledge, an authoritative article about a specific topic;" a Google project which aims to include user-written articles on a range of topics; Google announced that *Knol* had grown to 100,000 articles, and users from 197 countries and territories visit *Knol* on an average day; *Knol* refers to both the project and an article in the project; several experts see *Knol* as Google's attempt to compete with Wikipedia, while others point out the differences between the projects. <http://knol.google.com>

### Keyboard Shortcuts of the Week

- Ctrl + F9** minimizes a workbook window to an icon.
- Ctrl + F6** switches between multiple window icons.
- Ctrl + F10** maximizes or restores the selected workbook window.