Glossary

argument
The value on which a function or macro command operates. An argument can be a constant, a cell reference, or a formula.

axes
The vertical and horizontal lines that form the bottom and left side of charts, in relation to which the data is plotted. The horizontal axis is called the x-axis and the vertical axis is called the y-axis, except in horizontal charts, in which the axes are reversed. In a 3D chart, the axis that gives the illusion of depth is the z-axis.

border
A box surrounding charts, a cell or group of cells.

cell reference
The location name of a cell derived from its coordinates. For example, B6 is the cell in column B at the intersection with row 6.

chart
A graph plotted with the selected data. ParaSheet draws 14 types of charts: bar, horizontal bar, stacked bar, horizontal stacked bar, pie, area, scatter, line, high-low, 3D bar, 3D wireframe, 3D wireframe filled, 3D line, and 3D area.

column
A vertical range of cells in the spreadsheet identified by a letter at the top. This letter plus the row number constitute a cell's reference or location name.

default

A preset response to a question or prompt, or a preset value. ParaSheet automatically uses the default if you don't supply a different response or value.

delimiter

A character such as a tab or a space used for punctuation to mark the beginning and the end of a sequence of characters. It is not considered part of the sequence itself.

expression

A sequence of numbers, operators, cell references, named ranges, text strings, functions, commands, or statements representing an operation to be performed. An expression preceded by =, +, or – and entered into a cell is a formula.

field

A category within a sort range perpendicular to the records in the range. For example, if records are in rows, fields are in columns.

format

The form in which numbers appear in a spreadsheet. You change the format of numbers by using the Format Inspector.

formula

An entry in a spreadsheet cell that performs a calculation or produces a result. A formula contains one or more expressions.

function

A predefined instruction that performs specific actions on data. Typically, these actions involve making calculations. A function may accept zero or more arguments and return values.

grid lines

The horizontal and vertical lines on the spreadsheet that divide it into rows and columns of cells. In charts, the grid lines are those that extend across the chart from tick marks.

handles

The small boxes or knobs that appear in the corners and on each side of the borders around objects when they are selected. Handles are used for resizing and moving objects.

headings

The letter and number labels for columns and rows in the spreadsheet.

highlight

The act of making something visually distinct. For example, when you select a block of text or a range of cells in ParaSheet, the selection is highlighted: it appears in a medium shade of gray.

icon bar

A vertical bar initially positioned to the left of the spreadsheet. It contains graphic representations of menu commands for quick access.

input window

The window in which you enter numbers, formulas, and text into the spreadsheet. The contents of a cell and the cell reference appear in the input window when you select the cell.

integer

A whole number. Integers do not contain fractional values. The numbers 1, 23, 1000, and 3,717,427 are examples of integers. The numbers .34, 2.53, and 3.14159265358979 contain fractional values and are not integers.

link

Part of a formula that references another spreadsheet for a value.

macro

A saved sequence of commands used to speed up or automate your work. There are two types of macros: *local* (saved with a particular spreadsheet), and *global* (saved with the ParaSheet program). Local macros are only available when their spreadsheet is open, while global macros are always available. Macros are created and modified using the commands in the Macro menu.

multiple selection

The selection of noncontiguous cells or ranges. After you make your first selection, you can continue to make multiple selections by holding down the Shift key as you make subsequent selections.

object number

An identifying number ParaSheet assigns to charts. Object numbers make it possible to create macros that manipulate individual objects.

operator

A symbol such as + (plus), - (minus), * (multiply), or / (divide) that tells ParaSheet to combine numeric values to produce a numeric result.

precedence

The order in which operators are applied in evaluating a formula.

preset value or setting

A default response to a question or prompt, or a default value. ParaSheet automatically uses the default or preset value if you don't supply a different response.

range

One rectangular selection. A range can be a cell or group of contiguous cells.

record

The part of the sort range moved as a unit during the sort. Records can be rows or columns, depending on the Records In setting in the Sort panel.

row

A horizontal range of cells in the spreadsheet identified by a number at the far left. This number plus the column letter constitute a cell's reference or location name.

scientific notation

A method of expressing numbers in terms of powers of ten, useful for expressing very small or very large numbers. For example, 6.02E23 means 6.02 times ten to the twenty-third power. (The letter E stands for exponent.) Use the Scientific format from the Format Inspector to display numbers in this way.

selection box

The box on the left side of the input window that displays the cell or range selected.

spreadsheet

The rows and columns of cells into which you enter numeric or text entries.

string

An item of information consisting of a sequence of text characters.

tick marks

Marks on the axes of a chart indicating regular intervals of plotted data.

window

The area that displays information in a workspace. ParaSheet has spreadsheet windows and macro windows.

x-axis

The horizontal line that forms the bottom side of a chart, in relation to which the data is plotted. In horizontal charts, the x-axis is vertical.

y-axis

The vertical line that forms the left side of a chart, in relation to which the data is plotted. In horizontal charts, the y-axis is horizontal.

z-axis

The axis that gives the illusion of depth in a 3D chart. When a 3D chart is initially drawn, the z-axis extends to the upper right.