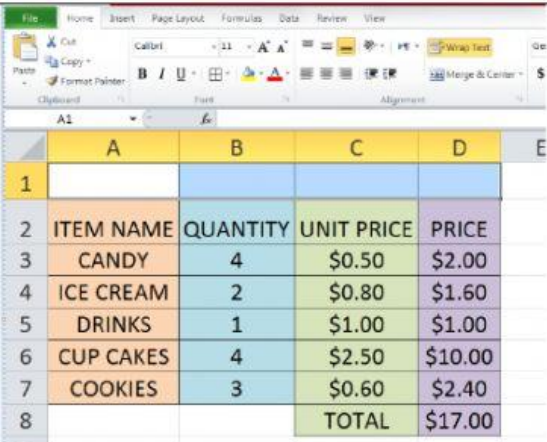Name:_____   Date:_____

TOPIC: MERGING CELLS

A. Fill in the blanks by dragging the answer from the word bank provided

drag	merged	merge	Merging	cells
Merge & Center	Click	Home	Merge cell	move

_____ is a process when cells in spreadsheet joined together.

	STEP 1 _____ and _____ to select the _____ you want _____
	STEP 2 Click the _____ tool in the _____ menu and choose _____
	Step 3 The cells is now _____