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| **Across****4.** refers to shrinking or stretching printed output to a percentage of its actual size.**5.** a window you can quickly adjust automatic page breaks to achieve a more desirable printed document.**6.** is the empty area of a document, in which no content appears.**10.** are lines of text that appear at the bottom of each page.**11.** Shadows or bevels, modify the appearance of an object.**13.** is the screen that appears when you click the FILE tab and then click Print.**14.** s a line of text that appears at the top of each page of a printed worksheet. **15.** is a divider that breaks a worksheet into separate pages for printing.**16.** the lines that display around worksheet cells**17.** is the position of the content, so that it prints either vertically or horizontally on a page. **18.** is the left-to-right measurement of a column. | **Down****1.** is the line between rows or columns.**2.** is its identifying letter or number. **3.** is a predefined set of colors, fonts, and effects that can be applied to an entire workbook or to specific items within a workbook **7.** is its identifying letter or number. **8.** a row or column causes your cell data to change orientation.**9.** is text or a picture that appears behind a document, similar to a sheet background in Excel.**12.** the top-to-bottom measurement of a row, is measured in points |