## Excel Lesson 7 Working with Multiple Worksheets and Workbooks

Microsoft Office 2010 Introductory

## **Student Learning Outcomes**

- Move between worksheets in a workbook.
- Rename worksheets and change the sheet tab color.
- Reposition, hide and unhide, and insert and delete worksheets.
- Create cell references to other worksheets.
- Print all or part of a workbook.