Unit 4: Electronic Spreadsheet Using LibreOffice Calc
Chapter:4 Understand and Apply Referencing

1. Cell Referencing

When using formulas, **cell referencing** is important to define how data is referred.

Relative Referencing

- Cell address changes when copied to another cell.
- Example: =A1+B1 copied to the next row becomes =A2+B2.

Absolute Referencing

- Cell address **does not change** when copied.
- Use $ to make row/column absolute.
- Example: =$A$1+$B$1 always refers to cells A1 and B1.

Mixed Referencing

- Either row or column is fixed:
  - $A1: Column A is fixed.
  - A$1: Row 1 is fixed.

Summary Table

Reference Type	Example	Behavior
Relative	A1	Changes with cell position
Absolute	$A$1	Fixed column and row
Mixed (Column fixed)	$A1	Fixed column, changing row
Mixed (Row fixed)	A$1	Changing column, fixed row