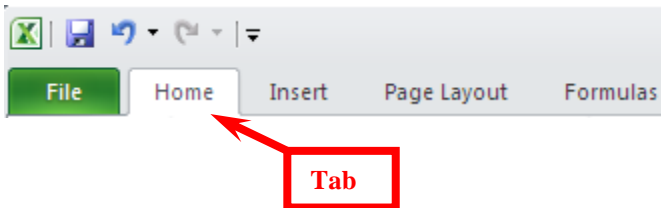


Ribbons

Below the **Quick Access Toolbar** are a series of **Tabs/Ribbons** and the **File Menu**.

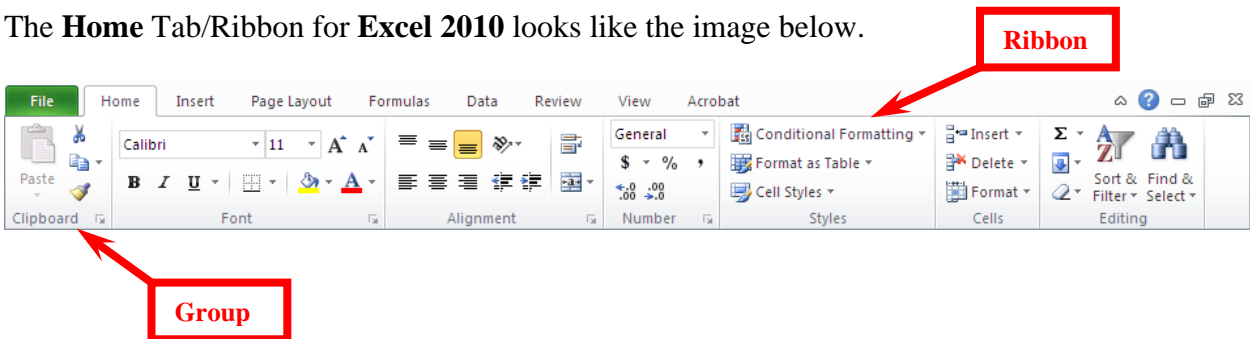
Ribbons stretch across the top of your application screen with features to assist you as you click the Ribbon Tabs.

Tabs



Tabs are similar to the drop down menu choices in previous versions of Excel. All 2010 Office applications begin with the Home tab.

The **Home** Tab/Ribbon for **Excel 2010** looks like the image below.



The **Tabs** to the **right** of the **Home** Tab/Ribbon are **tailored** to each **application**.