GLOSSARY

Year 8 Informatics – Chapter: Data Analysis

VLOOKUP • HLOOKUP • INDEX • MATCH • CHOOSE • Data Visualization

Based on Question Bank (70 items) | Academic Year 2026/2027

Approximate Match — A lookup setting (range_lookup = TRUE or match_type = 1) that finds the closest value when an exact match is not required. The data must usually be sorted.

Axis Labels — Text on a chart that names the horizontal (X) and vertical (Y) axes so readers understand what the numbers represent.

Bar Chart / Column Chart — A chart that uses rectangular bars to compare values across categories. Useful for side-by-side comparisons.

Cell Value — The data stored in a single spreadsheet cell; what the INDEX function returns at a given position.

Chart Title — The main heading of a chart that describes what the chart shows.

CHOOSE — A function that returns a value from a list based on an index number (starting at 1). Syntax idea: CHOOSE(index, value1, value2, …).

col_index_num — The argument in VLOOKUP that tells which column of the table_array to return a value from (counting from the left of the range).

Data Visualization — The practice of presenting data using charts and graphs so patterns, trends, and comparisons are easier to understand.

Exact Match — A lookup setting (range_lookup = FALSE or match_type = 0) that requires the lookup value to match exactly; otherwise the formula returns an error such as #N/A.

HLOOKUP (Horizontal Lookup) — A function that searches for a value in the top row of a range and returns a value from the same column in a specified row below. Used when data is arranged horizontally.

INDEX — A function that returns the value of a cell at a given row and column position within a range. Example idea: INDEX(range, row_num, [column_num]).

INDEX + MATCH — A combination of functions used as a flexible alternative to VLOOKUP. MATCH finds the position; INDEX returns the value at that position. Can look left or right and is less affected by inserting or deleting columns.

Legend — A chart element that explains the meaning of colors or symbols used for different data series.

Line Chart — A chart that connects data points with lines; best for showing trends or changes over a continuous period such as months or years.

Lookup Value — The value that a lookup function (VLOOKUP, HLOOKUP, MATCH) searches for in a range.

MATCH — A function that returns the relative position of a lookup value within a range. match_type 0 = exact match; 1 = approximate (ascending); -1 = approximate (descending).

match_type — The optional argument of MATCH that controls whether the match is exact (0) or approximate (1 or -1).

#N/A Error — An error value returned by lookup functions when the lookup value is not found (with exact match) or when arguments are invalid.

Pie Chart — A circular chart divided into slices that show proportions of a whole; suitable when the parts add up to 100%.

range_lookup — The optional fourth argument of VLOOKUP/HLOOKUP; FALSE (or 0) requires an exact match, TRUE (or 1) allows an approximate match.

Relative Position — The place of an item within a list or range (for example, 3 means the third item). What MATCH returns.

row_index_num — The argument in HLOOKUP that tells which row of the table_array to return a value from (counting from the top of the range).

Scatter Chart — A chart that plots individual data points to show relationships between two numeric variables.

table_array — The range of cells that contains the data for a VLOOKUP or HLOOKUP search.

VLOOKUP (Vertical Lookup) — A function that searches for a value in the leftmost column of a range and returns a value from the same row in a specified column to the right. Used when data is arranged vertically.

— End of Glossary —

Source: Question Bank (70 items) – Year 8 Informatics Chapter Data Analysis | 2026/2027