

## Advance Excel Assignment 2

1. What does the dollar(\$) sign do?

A:fixes the reference to a given cell, so that it remains unchanged no matter where the formula moves

2. How to Change the Reference from Relative to Absolute (or Mixed)?

A: by pressing the F4 key

3. Explain the order of operations in excel?

A:Excel's order of operation follows the acronym PEMDAS (Parentheses, Exponents, Multiplication, Division, Addition, Subtraction) but with some customization to handle the formula syntax in a spreadsheet

4. What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?

A: AutoSum,IF function,LOOKUP function,VLOOKUP function,HLOOKUP function

SYNTAX : **IF** function (=IF(A2>B2,"YES RIGHT","NO WRONG"))

**VLOOKUP** funtion (=VLOOKUP(A2,A10:C20,2,TRUE))

5. When would you use the subtotal function?

A: The SUBTOTAL function in Excel is primarily used for the purpose of returning a subtotal in a database or the list, that means finding out the Subtotal of a given range of particular cells.

6. What is the syntax of the vlookup function? Explain the terms in it?

A: In its simplest form, the VLOOKUP function says: =VLOOKUP(What you want to look up, where you want to look for it, the column number in the range containing the value to return, return an Approximate or Exact match – indicated as 1/TRUE, or 0/FALSE)

SYNTAX:: **VLOOKUP** funtion (=VLOOKUP(A2,A10:C20,2,TRUE))