**Advance Excel Assignment 2**

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

An absolute reference in Excel is a cell address with the dollar sign ($) in the row or column coordinates, like $A$1. The dollar sign 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)?**

When writing a formula in Microsoft Excel, you can press the F4 key on your keyboard to switch between relative, absolute, and mixed cell references.

**3. Explain the order of operations in excel?**

When evaluating a formula, Excel follows a standard math protocol called "order of operations". In general, 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?**

* SUM – Syntax: =SUM (number1, number2, etc.).
* AVERAGE
* IF
* TEXT
* VLOOKUP - Syntax: =VLOOKUP (lookup\_value, table\_array, col\_index\_num, \*range\_lookup\*).

**5. When would you use the subtotal function?**

The SUBTOTAL function is used when you display a Total row in an Excel Table. Excel inserts the SUBTOTAL function automatically, and you can use a drop-down menu to switch behavior and show max, min, average, etc.

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

VLOOKUP Syntax: =VLOOKUP (lookup\_value, table\_array, col\_index\_num, \*range\_lookup\*)

Where,

* Lookup value is the value What you want to look up for.
* Table array is the table range containing the lookup value.
* Col index num is the column number in the range containing the value to return.
* Range lookup is the logical value that specifies whether you want VLOOKUP to find an approximate or an exact match.