ASSINGMENT 6

Question1 What are the various elements of the Excel interface? Describe how they're used.

Answer1. Quick access tool bar-The Quick Access Toolbar is found on the top-left of the Excel window which contains the commonly-used commands in Excel.

RIBBON-The Ribbon interface contains the commands that are available for use in Excel. This has multiple tabs including the File, Home, Insert, Page Layout, Formulas, Data, Review, View, Add-ins, and Help tabs.

NAME BOX-The Name Box is an input box which normally displays the name or location of the active cell on the worksheet.

FORMULA BAR-This allows you to enter or edit data, formula or a function that will appear in the selected cell whose name or location appears in the Name Box.

STATUS BAR-The Status Bar in the bottom-left corner of the Excel window displays various information about the current mode of the workbook.

WORKSHEET VIEW OPTION-The Worksheet View Options lets you choose which of the worksheet views you want (Normal, Page Layout, or Page Break Preview). By default, the worksheet view is set to Normal.

Question 2. . Write down the various applications of Excel in the industry?

Answer2-Data entry, Data management, accounting, [Financial analysis](https://corporatefinanceinstitute.com/collections/finance), Charting and graphing, Programming, Time management, Task management ,[Financial modeling](https://corporatefinanceinstitute.com/resources/knowledge/modeling/what-is-financial-modeling/), Customer relationship management .

Question 2. What distinguishes Excel from other analytical tools?