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

Ans - The dollar ($) sign in Excel is used to lock a reference in a formula, making it an absolute reference. This means that when you copy the formula to other cells, the reference to that cell will not change.

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

Ans - To change a reference from relative to absolute in Excel, you can add a dollar sign ($) before the column letter, row number, or both. For example:

* Absolute column: $A1
* Absolute row: A$1
* Absolute cell: $A$1

You can press F4 after selecting the cell reference to toggle between relative, absolute, and mixed references.

1. Explain the order of operations in excel?
2. Ans - Parentheses: Excel calculates expressions inside parentheses first.
3. Exponents: Excel performs exponentiation (^) calculations next.
4. Multiplication and Division: Excel performs multiplication (\*) and division (/) operations from left to right.
5. Addition and Subtraction: Excel performs addition (+) and subtraction (-) operations from left to right.
6. What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?
7. Ans - SUM: Adds up all the numbers in a range. Syntax: =SUM(number1, [number2], ...)
8. VLOOKUP: Searches for a value in the first column of a table array and returns a value in the same row from another column you specify. Syntax: =VLOOKUP(lookup\_value, table\_array, col\_index\_num, [range\_lookup])
9. IF: Returns one value if a condition you specify evaluates to TRUE, and another value if it evaluates to FALSE. Syntax: =IF(logical\_test, [value\_if\_true], [value\_if\_false])
10. INDEX: Returns the value of a cell in a specific row and column of a range. Syntax: =INDEX(array, row\_num, [column\_num])
11. CONCATENATE (or CONCAT in newer versions): Joins two or more text strings into one string. Syntax: =CONCATENATE(text1, [text2], ...)
12. When would you use the subtotal function?

Ans - You would use the SUBTOTAL function in Excel when you want to calculate a subtotal for a range of values while ignoring other subtotal values within that range. It's particularly useful in datasets where you have groups or categories and you want to calculate subtotals for each group without including the subtotals themselves in the final total.

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

Ans - VLOOKUP(lookup\_value, table\_array, col\_index\_num, [range\_lookup])