1. What do you mean by cells in an excel sheet?

* In an Excel sheet, cells are the basic building blocks that make up the grid or table-like structure. They are the individual rectangular boxes where you can enter and store data. Each cell is identified by a unique combination of a column letter and a row number.
* Cells form the core structure of an Excel worksheet, providing a flexible and organized way to store, manipulate, and analyze data.

2. How can you restrict someone from copying a cell from your worksheet?

* **Select the cells you want to protect:**

Open your Excel worksheet and select the cells you want to prevent others from copying. To select multiple non-adjacent cells, hold the Ctrl key while selecting each cell.

* **Right-click on the selected cells and choose "Format Cells":**

A context menu will appear. Click on "Format Cells" to open the Format Cells dialog box.

* **In the Format Cells dialog box, go to the "Protection" tab:**

Within the Format Cells dialog box, navigate to the "Protection" tab.

* **Check the "Locked" checkbox:**

By default, cells are locked when you protect the worksheet. To ensure that the selected cells are locked, check the "Locked" checkbox if it isn't already checked.

* **Protect the worksheet:**

Now, you need to protect the worksheet to enforce the cell locking. Go to the "Review" tab in the Excel ribbon. Click on the "Protect Sheet" button.

3. How to move or copy the worksheet into another workbook?

Open both the source workbook and the destination workbook. In the source workbook, right-click on the sheet tab of the worksheet you want to move or copy. A context menu will appear. From the context menu, choose one of the following options based on your requirement:

**To move the worksheet**: Select "Move or Copy" from the context menu. The Move or Copy dialog box will open.

**To copy the worksheet:** Hold the Ctrl key and drag the sheet tab to the destination workbook. This will create a copy of the worksheet in the destination workbook.

**Move or Copy dialog box**: If you selected "Move or Copy" in the previous step, the Move or Copy dialog box will appear. In the dialog box, select the destination workbook from the "To book" dropdown list.

**Select the worksheet position:** In the Move or Copy dialog box, choose the position where you want to place the worksheet within the destination workbook. You can select an existing worksheet in the destination workbook or choose to create a new worksheet.

**Check the "Create a copy" option:** If you're copying the worksheet by dragging the sheet tab, make sure to hold the Ctrl key while dragging. This will create a copy of the worksheet in the destination workbook.

**Click "OK" to move or copy the worksheet**: Once you have selected the appropriate options, click on the "OK" button in the Move or Copy dialog box (if you are moving the worksheet) or release the mouse button (if you are copying the worksheet by dragging the sheet tab).

4. Which key is used as a shortcut for opening a new window document?

**Control + N**

5. What are the things that we can notice after opening the Excel interface?

Ribbon, Worksheet, Sheet Tabs, Formula Bar, Quick Access Toolbar, Status Bar.

6. When to use a relative cell reference in excel?

Relative cell references in Excel are commonly used when you want a formula or function to adjust and adapt as it is copied or filled to other cells

Here are a few situations where you would typically use relative cell references:

1) Performing calculations on adjacent cells: If you have a formula that involves calculations based on neighboring cells, using relative references allows the formula to adjust correctly for each cell. For example, if you have a formula in cell C2 that adds the values in cells A2 and B2 (=A2+B2), when copied to C3, it will adjust to (=A3+B3), and so on.

2) Applying a formula across multiple rows or columns: When you need to apply a formula across a range of cells in a row or column, using relative references allows the formula to adjust to each corresponding cell. For instance, if you have a formula in cell D2 that multiplies the value in cell C2 by 2 (=C2\*2), copying the formula to D3, D4, and so on will adjust it to (=C3\*2), (=C4\*2), and so forth.

3) Creating a pattern or series: When you want to create a pattern or series of values using formulas, relative references can be helpful. For example, if you have a starting value in cell A1 and want to create a series that increments by 1, you can use a formula like =A1+1 and then copy it down the column to automatically generate the series with relative references adjusting for each row.