

Advance Excel Assignment 2

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

- 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)?

- We 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?

4. What, according to you, are the top 5 functions in excel and write a basic syntax

for any of two?

- Sum, AutoSum, If, Vlookup, Hlookup

5. When would you use the subtotal function?

- To calculate totals in columns or row

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

- =VLOOKUP(lookup value, range containing the lookup value, the column number in the range containing the return value, Approximate match (TRUE) or Exact match (FALSE)).