**Assignment 1**

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

A cell is an area that intersection of rows and columns.

It is identified by Row and column number.

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

You can restrict others by making a password protected or encryption. For this in Excel Review->protect sheet or protect workbook you can use this option to protect your sheet or workbook.

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

First open the target sheet and then open the source sheet click the sheet which you want to move then sheet>>right click>>>Move or copy>>>Click the target sheet.

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

You can use CTRL+N to open the new window document.

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

By opening the new worksheet you can notice the blank sheet and you can find the option of File, Formula, Insert, Page Layout, Home, Data, Review.

1. **When to use a relative cell reference in excel?**

Whenever you face the situation that you want to repeat the calculation for multiple rows and columns you can use relative cell references**.**