# Advance Excel Assignment 2

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

Ans:- In Excel, the dollar sign ($) is used to indicate absolute cell references in formulas. When a formula is copied and pasted into another cell, the formula will change its reference points by the exact number of columns and rows to that you moved the formula. However, when we use a dollar sign in a cell reference, Excel will keep the reference constant, no matter where the formula is copied or moved.

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

Ans:- To change the reference from relative to absolute (or mixed) in Excel, we can manually add a dollar sign ($) before the row and column to change relative reference to absolute reference. Click the formula cell that we want to change, then add $ dollar sign before row and column. Then tap Enter, and cell references in formulas will be changed from relative reference to absolute reference. We can also use the F4 key on the keyboard to place a dollar sign ($) in front of rows and columns. One press of F4 on the keyboard will make the cell absolutely absolute $F$4.

3. Explain the order of operations in excel?

Ans:- The order of operations for Excel is as follows:
   - Evaluate items in parentheses.
   - Evaluate ranges (:).
   - Evaluate intersections (spaces).
   - Evaluate unions (,).
   - Perform negation (-).
   - Convert percentages (%).
   - Perform exponentiation (^).
   - Perform multiplication (*) and division (/), which are of equal precedence.
   - Perform addition (+) and subtraction (-), which are of equal precedence.

Excel calculates the formula from left to right, according to a specific order for each operator.

4. What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?

Ans:- According to me, the top 5 functions in Excel are:
   - SUM
   - AVERAGE
   - COUNT
   - MAX
   - MIN

Here is a basic syntax for the SUM function:
=SUM(number1, [number2], ...)

Here is a basic syntax for the AVERAGE function:
=AVERAGE(number1, [number2], ...)

5. When would you use the subtotal function?

Ans:- The SUBTOTAL function in Excel allows users to create groups and then perform various other Excel functions such as SUM, COUNT, AVERAGE, PRODUCT, MAX, etc. Thus, the SUBTOTAL

function in Excel helps in analyzing the data provided. The SUBTOTAL function is used when you display a Total row in an Excel Table. Excel inserts the SUBTOTAL function automatically, and you can use a drop-down menu to switch behavior and show max, min, average, etc. Excel uses SUBTOTAL for calculations in the Total row of an Excel Table because SUBTOTAL automatically excludes rows hidden by the filter.

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

Ans:- The syntax of the VLOOKUP function in Excel:

=VLOOKUP(lookup_value, table_array, col_index_num, [range_lookup])

Here is what each term means:

• lookup_value: The value you want to look up in the first column of the table or range.

• table_array: The table or range of cells that contains the data you want to retrieve.

• col_index_num: The column number in the table or range that contains the data you want to retrieve.

• range_lookup: Optional. A logical value that specifies whether you want VLOOKUP to find an exact match or an approximate match. If TRUE or omitted, an approximate match is returned. If FALSE, VLOOKUP will find an exact match.