**ADVANCE EXCEL ASSIGNMENT - 2**

**Q1. What does the dollar ($) sign do?**

**Ans.** Dollar ($) sign in excel, converts the references from relative to absolute or mixed references. For example, convert relative reference (A1) to absolute reference ($A$1) or mixed reference ($A1 or A$1).

**Q2. How to Change the Reference from Relative to Absolute (or Mixed)?**

**Ans.** By manually add dollar ($) sign or by using the F4 key.

**Q3. Explain the order of operations in excel?**

**Ans.** The order of operations in Excel, also known as the precedence of operators, determines the sequence in which mathematical and logical operations are carried out in a formula. The order of operations in Excel follows the standard mathematical rules:

* P – Parentheses ()
* E – Exponents (raising a number to a power)
* M - Multiplication and D - Division
* A - Addition and S - Subtraction

**Q4. What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?**

**Ans.** Excel offers a wide range of functions to perform various calculations and operations. However, according to me, here are five commonly used Excel functions:

1. **SUM Function:** Adds together a range of numbers.
   * **Syntax:** **=**SUM(number1, [number2], ...)
2. **AVERAGE Function:** Calculates the average of a range of numbers.
3. **IF Function:** Returns one value if a condition is true and another value if it's false.
   * **Syntax:** **=**IF(logical\_test, value\_if\_true, value\_if\_false)
4. **VLOOKUP Function:** Searches for a value in the first column of a table and returns a value in the same row from another column.
5. **SUMPRODUCT Function:** A versatile function that multiplies corresponding components in the given arrays or ranges and returns the sum of those products. It is particularly useful for performing array operations and calculations.

**Q5. When would you use the subtotal function?**

**Ans.** The **SUBTOTAL** function is used to perform calculations on a filtered range or a range that includes hidden rows. It is particularly useful when the data is in a list or table. **SUBTOTAL** function is useful when working with Filtered Data, creating nested subtotals, conditional subtotals and dynamic Subtotalling in Tables.

**Q** **6. What is the syntax of the VLOOKUP function? Explain the terms in it?**

**Ans.** The **VLOOKUP** function in Excel is used to search for a value in the first column of a table or range, and then return a value in the same row from a specified column.

* + **Syntax:** **=**VLOOKUP(lookup\_value, table\_array, col\_index\_num, [range\_lookup])

Here's an explanation of each term in the **VLOOKUP** function:

1. **lookup\_value:** This is the value you want to search for in the first column of the table\_array. It is the value that the **VLOOKUP** function is trying to find.
2. **table\_array:** This is the range of cells that contains the data. The **VLOOKUP** function searches for the **lookup\_value** in the first column of this range.
3. **col\_index\_num:** This is the column number in the **table\_array** from which to retrieve the value. The first column in the **table\_array** is 1, the second column is 2, and so on.
4. **[range\_lookup]:** This argument is optional. If **range\_lookup** is TRUE or omitted, **VLOOKUP** will look for an approximate match. If **range\_lookup** is FALSE, **VLOOKUP** will only look for an exact match.