Assignment 1

**Answer1-** Microsoft excel is a tool which is used for format, organize and summarizing the data in a spreadsheet in an effective and efficient manner. There are large number of cells that are present in the form of rows and columns.

Uses of Excel:

Following are the multiple uses of excel:

* Excel is used to present the data in a readable form.
* To perform the hardcore calculations.
* We can also code using the VBA platform for the automations in excel.
* Various tools are there for the data analyst to make the task much easier.
* We can also print the task whatever we have done in the excel workbook.
* We can even share our data with another person across the world.

**Answer 2.**

Below are the all the versions of Excel available to us:

Excel 365

Excel 2021

Excel 2019

Excel 2016 and 365

Excel 2013 for Windows

Excel 2011 for Mac

Excel 2010 for windows

Excel 2008 Mac

Excel 2007 for windows

Excel 2004 Mac

Excel 2003 windows

Apart from them some older versions are:

For Windows- 2002,2000, 97,95, 4.0, 3.0, 2.0

For Mac -2001, 2000, 98, 5, 4, 3, 2, 1

Excel is a software provided by the Microsoft Office 365 or Microsoft office. It is used worldwide by almost every organizations.

**Question 5:** How to connect Excel with the databases.

Answer: To connect the excel to the database, following are the steps :

Step 1: Go to Data

Step 2: click on Get Data

Step 3: there you will see number off options and select according to your preferences.