**Advance Excel Assignment 2**

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

Ans. The dollar sign fixes the reference to a given cell so that it remains unchanged no matter where the formula moves. In other words, using $ in cell references allows you to copy the formula in Excel without changing references.

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

Ans. 1. Select the cell that contains the formula.

2. In the formula bar. , select the reference that you want to change.

3. Press F4 to switch between the reference types.

3. Explain the order of operations in excel?

Ans. In general, Excel's order of operation follows the acronym PEMDAS (Parentheses, Exponents, Multiplication, Division, Addition, Subtraction) but with some customization to handle the formula syntax in a spreadsheet.

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

Ans. 1. The SUM **Function** · 2. The TEXT **Function** · 3. The VLOOKUP **Function** · 4. The AVERAGE **Function** · **5**. The CONCATENATE **Function**

=sum(Range)

=Average(Range)

5. When would you use the subtotal function?

Ans. The SUBTOTAL function in Excel is primarily used for the purpose of returning a subtotal in a database or the list, that means finding out the Subtotal of a given range of particular cells.

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

Ans.

In its simplest form, the VLOOKUP function says: =VLOOKUP(What you want to look up, where you want to look for it, the column number in the range containing the value to return, return an Approximate or Exact match – indicated as 1/TRUE, or 0/FALSE).