**1. How many types of conditions are available in conditional formatting on Excel?**

There are several types of conditions available in conditional formatting in Excel, including:

1. Highlight Cells Rules: These include options such as Greater Than, Less Than, Between, Equal To, and Text That Contains.
2. Top/Bottom Rules: These include options such as Top 10 Items, Top 10%, Bottom 10 Items, and Bottom 10%.
3. Data Bars: This option allows you to add a coloured bar to a cell to represent the value of the cell.
4. Colour Scales: This option applies a colour gradient to a range of cells based on their values.
5. Icon Sets: This option allows you to add icons to cells based on their values, such as arrows pointing up or down, or traffic lights.
6. Custom Formula: This option allows you to create your own formula to determine which cells to format based on specific criteria.

**2. How to insert border in Excel with Format Cells dialog?**

You can insert borders in Excel using the Format Cells dialog box by following these steps:

1. Select the cell or range of cells that you want to apply a border to.
2. Right-click on the selection and choose "Format Cells" from the context menu, or go to the "Home" tab in the Excel ribbon, click on the "Format" dropdown, and select "Format Cells" from the menu.
3. In the "Format Cells" dialog box, click on the "Border" tab.
4. Choose the type of border that you want to apply by selecting one of the buttons in the "Style" section. You can choose from a range of options, including "None", "Outline", "Inside", "Thick", "Double", and more.
5. Choose the colour of the border by clicking on the colour selector button next to the "Colour" section.
6. Choose the location of the border by clicking on one of the buttons in the "Border" section. For example, you can choose to apply a border to the top, bottom, left, or right of the selected cells, or you can choose to apply a diagonal or horizontal border.
7. Click "OK" to apply the border to the selected cells.

**3. How to Format Numbers as Currency in Excel?**

You can format numbers as currency in Excel by following these steps:

1. Select the cell or range of cells that you want to format as currency.
2. Go to the "Home" tab in the Excel ribbon and click on the "Number Format" dropdown in the "Number" group.
3. Choose "Currency" from the list of number formats. This will apply the default currency format to the selected cells, which may vary depending on your regional settings.
4. If you want to customize the currency format, click on the "More Number Formats" option at the bottom of the list. This will open the "Format Cells" dialog box.
5. In the "Format Cells" dialog box, go to the "Number" tab and choose "Currency" from the "Category" list.
6. Choose the desired currency symbol from the "Symbol" dropdown. You can also choose the number of decimal places to display and whether to use a thousands separator.
7. Preview the format in the "Sample" section and make any additional adjustments as needed.
8. Click "OK" to apply the currency format to the selected cells.

**4. What are the steps to format numbers in Excel with the Percent style?**

You can format numbers in Excel with the Percent style by following these steps:

1. Select the cell or range of cells that you want to format as percentages.
2. Go to the "Home" tab in the Excel ribbon and click on the "Number Format" dropdown in the "Number" group.
3. Choose "Percent" from the list of number formats. This will apply the default percentage format to the selected cells, which multiplies the cell value by 100 and adds a percent sign (%) at the end.
4. If you want to customize the percentage format, click on the "More Number Formats" option at the bottom of the list. This will open the "Format Cells" dialog box.
5. In the "Format Cells" dialog box, go to the "Number" tab and choose "Percentage" from the "Category" list.
6. Choose the desired number of decimal places to display. You can also choose whether to use a thousands separator.
7. Preview the format in the "Sample" section and make any additional adjustments as needed.
8. Click "OK" to apply the percentage format to the selected cells.

**5. What is a shortcut to merge two or more cells in excel?**

The shortcut to merge two or more cells in Excel is:

1. Select the cells that you want to merge. The cells must be adjacent to each other.
2. Press and hold the "Alt" key on your keyboard.
3. While holding the "Alt" key, press "H" and then "M" in sequence. This will open the "Merge & Center" dropdown menu.
4. Release the "Alt" key and then press "Enter" or "M" again to select the "Merge Cells" option from the dropdown menu.

This will merge the selected cells into one cell, with the contents of the upper-left cell appearing in the merged cell. Note that merging cells can affect the formatting of your data, so it's important to use this feature carefully and only when necessary.

**6. How do you use text commands in Excel?**

In Excel, you can use text commands to perform various operations on text data. These commands are called "text functions" and are included in Excel's library of functions. Here are the steps to use text functions in Excel:

1. Select the cell where you want to use the text function.
2. Type an equal sign (=) to start a formula.
3. Type the name of the text function that you want to use, followed by an open parenthesis. For example, to use the UPPER function to convert text to uppercase, you would type "=UPPER(".
4. Type the text or cell reference that you want to apply the function to, inside the parentheses. For example, if you want to convert the text in cell A1 to uppercase, you would type "=UPPER(A1)".
5. Close the parentheses and press Enter to apply the function to the selected cell.

Some common text functions in Excel include UPPER, LOWER, PROPER, LEFT, RIGHT, MID, CONCATENATE, TEXT, and FIND. You can find a complete list of text functions in the Excel formula bar by clicking on the "fx" button next to the formula bar, or by searching for "text functions" in Excel's help menu.