**ADVANCE EXCEL ASSIGNMENT – 3**

**Himanshu Chaudhari**

1. Autosum command in excel makes the work easier. When in column/ row there are numerical data and in end of that column/row we can take out sum,average,count,max,min of data easily by using autosum command. By selecting the cell in end of the column/row and selecting autosum function in Home Tab. It automatically select the data and does the work. It is widely use where the data is very huge.
2. The shortcut key is (Alt+=) for Autosum.
3. There are more than one way we can get rid of formula that omits adjacent cells . It depends on type of error like by using absolute cell referncing can be used. Or checking for error.
4. We can select by simply holding Ctrl and selecting the cells one by one.
5. The column width dialogue box opens allowing you to set the exact width of the column.
6. A new row is inserted above the cell you originally selected.