

Advance Excel Assignment 2

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

Answer - In Excel, a dollar sign can denote a currency format, yet it has another normal use: indicating absolute cell references in formulas with row and column reference to lock it. We can either put it manually or hit F4 for example, =\$K\$7, =K\$7 and =\$K7

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

Answer - We can add with manually and also use F4 in the relative cell.

If the reference is:	It changes to:
\$A\$1 (absolute column and absolute row)	\$A\$1 (the reference is absolute)
A\$1 (relative column and absolute row)	C\$1 (the reference is mixed)
\$A1 (absolute column and relative row)	\$A3 (the reference is mixed)
A1 (relative column and relative row)	C3 (the reference is relative)

3. Explain the order of operations in excel?

Answer

PEMDAS (Parentheses, Exponents, Multiplication, Division, Addition, Subtraction)

Order	Symbols	Operation	Example
1	()	Parentheses	=(5-2)*4=12
2	: ,	Reference operators	=SUM(A1:A10)
3	-	Negation	=-3^2=9
4	%	Percent	=5%*100=5
5	^	Exponents	=5^2*2=50
6	* /	Multiplication and Division	=7-6/2=4
7	+ -	Addition and Subtraction	=6/2+1=4
8	&	Concatenation	= "score: "&5+1=score: 6
9	> < = <>	Logical Comparisons	=3^2>5+3= TRUE

This is an order of operation in the excel which use to calculate in sequence wise that's why I highlighted in Bold.

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

Answer

The top 5 functions in excel

* VLookup Formula.

* Concatenate Formula.

* If formula

* SUM

* ROUND

a) **IF Formula** =IF(Logical_test,Value_if_true,Value_if_false).

Logical_test argument

Value_if_true argument

Value_if_false argument

b) The concatenation of two or more numbers is the number framed by connecting their numerals. For example, the concatenation of 1, 587, and 9823 is 15879823. which is ordinarily perceived from context, The worth of the outcome relies upon the numeric base.
(=CONCAT(text1, [text2],...))

5. When would you use the subtotal function?

Answer

We will use only when will be applying filter because if we calculated total of any column then apply filter for category wise basis then it won't be change in sum or anything for example below

Item	No
Mouse	1
Mouse	2
Mouse	6
Mouse	9
Mouse	87
Keyboard	96
Keyboard	32
Keyboard	54
Keyboard	85
Total	372

Item	No
Keyboard	96
Keyboard	32
Keyboard	54
Keyboard	85
Total	372

I had categorized by keyboard but total still remained same

Then If I do apply subtotal then I'll get exact figure which I'm looking for categorized basis like below

Item	No
Keyboard	96
Keyboard	32
Keyboard	54
Keyboard	85
Total	267

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

Answer

=VLOOKUP (lookup_value, table_array, col_index_number, [range_lookup])

In its easy 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, it will return an Approximate or Exact match to be indicated as TRUE or FALSE).