# Advance Excel Assignment 1

**1. What do you mean by cells in an excel sheet?**

Each worksheet is comprised of thousands of rectangles shapes, which are called cells. A cell. Every cell has its own name or cell address in light of its column and row. A cell is the crossing point of a row and a column. Columns are distinguished by letters (A, B, C), while rows are recognized by numbers (1, 2, 3).

**2. How can you restrict someone from copying a cell from your worksheet?**

Indeed, it is conceivable. To shield our worksheet from getting replicated, we really want to go into Menu bar >Review > Protect sheet > Password (Alt + R + PS). By entering secret word, we can get our worksheet from getting duplicated by others. even there are some sections which we want to protect or which one we don't want to.

**3. How to move or copy the worksheet into another workbook?**

We can use the Cut (Ctrl + X) and Copy (Ctrl + C) commands to move or copy a portion or whole of the data to another workbooks. Even in the case of formulated sheet we should use cut (Ctrl + X)

4. **Which key is used as a shortcut for opening a new window document?**

Ctrl + N is used as a shortcut for opening a new window document

**5. What are the things that we can notice after opening the Excel interface?**

**i.      File**

Wherein we can save our files and many more options like add-ins, print.

### ii.    Home

Options will get to see like font size, background colour, font styles, font colour, alignment, formatting

### iii.    Insert

Includes choices like table arrangement and style, embedding pictures and figures, adding diagrams, graphs and sparklines, header and footer choice, condition and images

### iv.    Page Layout

Choices are accessible under the page design choice, print margin theme

### v.    Formulas

Under this component, we can add recipes to our table and get faster arrangements and Math, Financial formulas

### vi.    Data

Adding outer information (from the web), Data Validations, Data Analysis tool, What If Analysis

### vii.    Review

Editing should be possible for a succeed sheet (like spell check) and we can protect our sheet in this section

### viii.    View

In this Section we can adjust page format like normal and page break review, we would have a option of macros and freezing options

## 6. When to use a relative cell reference in excel?

Relative reference is a sort of cell reference in Excel. This reference changes when the formula is duplicated to some other cell or some other worksheet Suppose if we have to calculate A1 + A2 in the A3 cell as =SUM(A1:A2) then we can apply this into next column if we have to calculate

=SUM(B1:B2). Relative cell references are utilized at whatever point estimations should be rehashed.