1. How and when to use the AutoSum command in excel?

Autosum command can be used if we want to add the row / column of numbers.   
Select the range of numbers and click on autosum in home tab to get the sum of the selected cells.

2. What is the shortcut key to perform AutoSum?

Shortcut to perform autosum is Alt+=

3. How do you get rid of Formula that omits adjacent cells?  
Go to File >> Options >> Formulas.

On the right side, under Error checking rules uncheck the “Formulas which omit cells in a region” field.

4. How do you select non-adjacent cells in Excel 2016?  
We can hold ctrl and select the cells to select non-adjacent cells.

5. What happens if you choose a column, hold down the Alt key and press the letters

ocw in quick succession?  
  
The column width dialog box will pop up allowing to set the width value for the column.

6. If you right-click on a row reference number and click on Insert, where will the row

be added?

Row will be inserted above the selected cell.