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

The dollar sign is majorly used in absolute cell referencing. We use to perform specific functions by selecting the range. While we copy the same formula to the other cells, the reference will change. It may give us the false values and error. For this purpose, we use absolute reference to select the particular cell.

Ex. =SUM(B7:$J$19)

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

We can change the reference from relative to absolute by declaring the dollar($) sign. This is the example for a relative referencing Ex : =SUM(J2:K19). This is the reference for the absolute referencing Ex : =SUM(J2:$K$19). Mixed reference is that the dollar sign will be present in the only one space. Before or after the row or column name. It will lock one of the cell but not both Ex : =SUM(J2:$K19) or =SUM(J2:K$19).

**3. Explain the order of operations in excel?**

* Paranthesis / brackets : It will check for the brackets first (:)
* Exponentiations : Next it will check for the exponentiations (^)
* Multiplications / divisions : For the multiplications (\*) and divisions (/)
* Addition / subtraction : For addition (+) and subtractions (-)

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

Top functions in excel are:

* =SUM()
  + Ex : =SUM(E2:E20)
* =COUNT()
  + EX : =COUNT(F20:F49)
* =COUNTA()
* =VLOOKUP()
* =MAX() AND =MIN()

**5. When would you use the subtotal function?**

When we add the total value of a row in the sheet, we can use the subtotal function. We can perform operations like min, max, sum etc.

* 1 - AVERAGE
* 2 - COUNT
* 3 - COUNTA
* 4 - MAX
* 5 - MIN

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

VLOOKUP function is to use the values from other tabs in the excel.

=VLOOKUP(What you want to search, Range of table to be searched, column number in range containing the value to return, return Approximate or Exact match)