Advance Excel Assignment 2

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

Answer: In Excel, a dollar sign can denote a currency format, but it has another common use: indicating absolute cell references in formulas.

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

Answer: By default, a cell reference is a relative reference, which means that the reference is relative to the location of the cell.

To change the type of cell reference:

* Select the cell that contains the formula.
* In the formula bar Button image, select the reference that you want to change.
* Press F4 to switch between the reference types.
* The table below summarizes how a reference type updates if a formula containing the reference is copied two cells down and two cells to the right.

1. Explain the order of operations in excel?

Answer: When evaluating a formula, Excel follows a standard math protocol called "order of operations". In general, Excel's order of operation follows the acronym PEMDAS (Parentheses, Exponents, Multiplication, Division, Addition, Subtraction) but with some customization to handle the formula syntax in a spreadsheet.

1. What, according to you, are the top 5 functions in excel and write a basic syntax

for any of two?

Answer:

* The SUM Function
* The TEXT Function
* The VLOOKUP Function
* The AVERAGE Function
* The CONCATENATE Function

Syntax:-

* The Sum Function: =SUM (number1, number2, etc.)
* The VLOOKUP Function: =VLOOKUP (lookup value, table array, col\_index\_num, range lookup)

1. When would you use the subtotal function?

Answer: Returns a subtotal in a list or database. It is generally easier to create a list with subtotals by using the Subtotal command in the Outline group on the Data tab in the Excel desktop application. Once the subtotal list is created, you can modify it by editing the SUBTOTAL function. The SUBTOTAL function is designed for columns of data, or vertical ranges. It is not designed for rows of data, or horizontal ranges.

1. What is the syntax of the VLOOKUP function? Explain the terms in it?

Answer:

In its simplest 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, return an Approximate or Exact match – indicated as 1/TRUE, or 0/FALSE).