

que1) What does the dollar(\$) sign do?

The common dollar(\$) sign denotes currency format, but on the other side, it also used to indicate Absolute cell reference. In most situations we use excel cell references to do the operation, but in some cases it is required that one cell be fixed(E.g. To calculate percentage) other variable cells.

que2) How to change the Reference from Relative to Absolute(Or Mixed)?

The changes can be made based on the calculations between relative and absolute.

| From Relative Reference | To Absolute/Mixed Reference |
|---------------------------------------|---|
| A1 (Relative column and Relative row) | \$A\$1 (Absolute column Absolute Row) |
| A1 (Relative column and Relative row) | A\$1 (Relative column Absolute Row) |
| A1 (Relative column and Relative row) | \$A1 (Absolute column and Relative row) |

que3) Explain the order of operations in excel?

Excel order of operations is defined as PEMDAS.

- Persant (%)
- Exponentiation (^)
- Multiplication (*)
- Division (/)
- Addition (+)
- Subtraction (-)

que4) What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?

- Arithmetic Function
- Logical Function
- Text Function
- Date & Time Function
- Financial Function

- 1 - Arithmetic function. Sum - =SUM(cell1,cell2/number1,number2)
- 2 -Logical Function. If - =IF(Logical_test,[value_if_true],[value_if_fales])

que5) when would you use the subtotal function?

The SUBTOTAL function is used when we want to do the operations with a column or vertical data. Suppose if the row data is hidden it will affect the subtotal, but if the column is hidden, it will not affect the subtotal. This function is done with the help of function_num which has a set of values that includes hidden values and non-hidden values.

Syntax:- =SUBTOTAL(function_num, ref1, ref2)

| Function_num (include hidden rows) | Function_num (include hidden rows) | Function |
|---------------------------------------|---------------------------------------|----------|
| 1 | 101 | Average |
| 2 | 102 | Count |
| 3 | 103 | CountA |
| 4 | 104 | Max |
| 5 | 105 | Min |
| 6 | 106 | Product |
| 7 | 107 | Stdev |
| 8 | 108 | Stdevp |
| 9 | 109 | Sum |
| 10 | 110 | Var |
| 11 | 111 | Varp |

que6) What is the syntax of the vlookup function? Explain the terms in it?

Syntax:

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

Lookup_value It is the value to be found in an entire data set, this value is a reference value, it can be text, number etc).

Table_array It is the original dataset in which we want to look at a particular value, which contains texts, numbers etc.

Col_index_num It is the column number in the table array from which the matching values should be returned. The first column of values in the table is col-1.

[range-lookup] is a logical value, to find the closest match in the first column.
=true is omitted, =false finds exact match.