**Advance Excel Assignment 5**

1. How many types of conditions are available in conditional formatting on Excel?

Ans. In Excel, conditional formatting allows you to format cells based on their values or other criteria. There are several types of conditions available for conditional formatting:

1. How to insert border in Excel with Format Cells dialog?

Ans. To insert a border in Excel using the Format Cells dialog, follow these steps:

* **Select the Cells**: Highlight the cells where you want to apply the border.
* **Open the Format Cells Dialog**: Right-click on the selected cells and choose "Format Cells" from the context menu. Alternatively, you can use the keyboard shortcut.
* **Navigate to the Border Tab**: In the Format Cells dialog, go to the "Border" tab.

1. How to Format Numbers as Currency in Excel?

Formatting numbers as currency in Excel is a straightforward process. Here’s how you can do it:

1. Ans. **Select the Cells**:
   * Highlight the cells that you want to format as currency.
2. **Navigate to the Home Tab**:
   * Go to the "Home" tab on the Ribbon.
3. **Currency Format Button**:
   * In the "Number" group, click on the "Currency" button (it looks like a dollar sign).
4. What are the steps to format numbers in Excel with the Percent style?

Formatting numbers as percentages in Excel is simple and can be done in several ways. Here are the steps:

**Using the Ribbon**

1. **Select the Cells**:
   * Highlight the cells that you want to format as percentages. What is a shortcut to merge two or more cells in excel?

6. How do you use text commands in Excel?