

# EXCEL ASSIGNMENT -4

## Q.NO:-1 WHAT IS A RIBBON IN EXCEL?

### ANS:-

Microsoft Excel ribbon is **the row of tabs and icons at the top of the Excel window that allows you to quickly find, understand and use commands for completing a certain task**. It looks like a kind of complex toolbar, which it actually is A RIBBON IN EXCEL.

Click the Ribbon Display Options icon **on the top-right corner of your document**. It is to the left of the Minimize icon. In the menu that opens, click Show Tabs and Commands to show the Ribbon with all tabs and full commands.

The purpose of the ribbon is **to provide quick access to commonly used tasks within each program**. Therefore, the ribbon is customized for each application and contains commands specific to the program. Additionally, the top of the ribbon includes several tabs that are used to reveal different groups of commands

## Q.NO:-2 WHAT IS THE ORDER OF OPERATIONS USED FOR EVALUATING FORMULAS IN EXCEL?

### ANS:-

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.

**When you combine several operations and functions into a single formula, Excel performs the operations in a predetermined order, known as the order of operations.** When a formula contains several operators with the same precedence, Excel calculates the formula from left to right.

### Calculation order

A formula in Excel always begins with an equal sign (=). Excel interprets the characters that follow the equal sign as a formula. Following the equal sign are the elements to be calculated (the operands), such as constants or cell references. These are separated by calculation operators.

**Q.NO:-3 REVERSE THE STRING IN THE EXCEL COLUMN AND CHECK WHETHER THE STRING IS PALINDROME OR NOT IN THE TEXT COLUMN FOR EACH VALUE.**

<b>ANS:- WORD</b>	<b>REVERSE WORD</b>	<b>IS PALINDROME</b>
<b>EYE</b>	<b>EYE</b>	<b>TRUE</b>
<b>EAR</b>	<b>RAE</b>	<b>FLAS</b>

In cell B1, type the formula: **=TRANSPOSE(MID(A1,LEN(A1)-ROW(INDIRECT("1:"&LEN(A1)))+1,1))** in cell B1. Select the entire formula in the formula bar and press F9 on your keyboard. This should display each character of your string, reversed and separated by commas.

**Reverse the text to columns function with formulas**

1. =A2&" "&B2&" "&C2.
2. =CONCATENATE(A2," ", B2," ",C2)
3. VBA code: Reverse the text to columns function:
4. Download and free trial Kutools for Excel Now !

**Q.NO:-4 IS IT POSSIBLE TO PROTECT VALUE FROM BEING COPIED FROM THE CELL?IF YES, THEN HOW TO IMPLEMENT IT.**

**ANS:-**

Yes, it is possible. In order to protect your worksheet from getting copied, you need to **go into Menu bar >Review > Protect sheet > Password**. By entering password, you can secure your worksheet from getting copied by others.



**Enable worksheet protection**

1. In your Excel file, select the worksheet tab that you want to protect.
2. Select the cells that others can edit. ...
3. Right-click anywhere in the sheet and select Format Cells (or use Ctrl+1, or Command+1 on the Mac), and then go to the Protection tab and clear Locked.

Select the cells you want to lock. On the Home tab, in the Alignment group, click the small arrow to open the Format Cells popup window. On the Protection tab, select the Locked check box, and then click OK to close the popup.

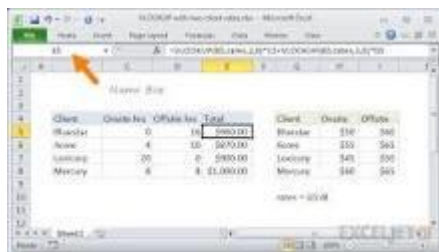
cell has two membranes named as cell wall and cell membrane it is protected by these two membranes.

## Q.NO:-5 WHAT IS THE USE OF NAME BOX IN MS-EXCEL?

### ANS:-

The Name Box has several functions. **It displays the address of the active cell.** It displays the name of the cell, range or object selected if this has been named. It can be used to name a cell, range or object like a char

In Excel, the Name Box refers to **an input box directly to the left of the formula bar.** The Name Box normally displays the address of the "active cell" on the worksheet. You can also use the name box to quickly create a named range. Another use for the Name Box is to navigate quickly to any range in a worksheet.



In Excel, the Name Box refers to **an input box**  
THIS TOTAL ASSIGNMENT ABOUT EXCEL..

**THANK YOU**  
**ASSIGNMENT - 5 COMPLETED**  
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