1. What do you mean by cells in an excel sheet?

**A cell is a rectangular-shaped box. It is a small unit of the Excel spreadsheet. There are around 17 billion cells in an Excel worksheet, which are united together in horizontal and vertical lines. An Excel worksheet contains cells in rows and columns. Rows are labeled as numbers and columns as alphabets.**

1. How can you restrict someone from copying a cell from your worksheet?

**In Review Tab, Select protect sheet, you can try to protect Worksheets with password and uncheck all options.**

1. How to move or copy the worksheet into another workbook?

* **To move the worksheet to another workbook, Right click on the worksheet tab and select Move or Copy.**
* **On the To book menu, click the workbook that you want to move the sheet to.**
* **Under Before sheet, select where you want to place the copy. Click ok**
* **To copy the worksheet to another workbook, Right click on the worksheet tab and select Move or Copy.**
* **On the To book menu, click the workbook that you want to copy the sheet to.**
* **Under Before sheet, select where you want to place the copy. Select Create a copy checkbox. Click ok**

1. Which key is used as a shortcut for opening a new window document?

**Ctrl+N is the shortcut for opening a new document.**

1. What are the things that we can notice after opening the Excel interface?

**Ribbons or Menu Bar, Address bar, formula bar, Row, column labels.**

1. When to use a relative cell reference in excel?

**Relative cell reference is used when formulas or functions are applied across different cells.**