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

**Ans:** A cell is the rectangular area formed by the intersection of a row and a column.

It is identified by combining the row number and column letter. Example: A1, B2 etc.

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

**Ans:** By protecting the cell with password protection we can restrict someone from copying a cell from worksheet.

Review tab -> Manage protection -> Enable Protect sheet

If we want to protect it with a password, we can add sheet protection password.

We can pause and resume the protection by providing the password whenever needed.

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

**Ans:** Duplicate the worksheet and right click on the Worksheet tab and click on Move or copy and select the destination workbook.

Another method:

Home tab -> Format -> Move or Copy Sheet

In the Move or Copy dialog box,

Under To book, choose target workbook. Check on Create a copy and click ok.

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

**Ans:** Ctrl + N

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

**Ans:** When we click on the Excel app, the first thing that appears is a start-up screen.

In which we can see Home, New, Open on the side bar and we can see the blank workbook and few templates. Click on the required template or click on the blank workbook and start editing.

And we can find the recent tab where we can find the recently accessed workbooks.

In older version, it will directly open a blank document.

**6. When to use a relative cell reference in excel?**

**Ans:** Whenever we need to repeat the same calculation across multiple rows or columns, we can go for relative cell reference. By default, a cell reference is relative.