Advance Excel Assignment 2

1. What does the dollar($) sign do?

Ans: The numerous currencies called "dollar" use the dollar sign to express money amounts. The sign is also generally used for the many currencies called "peso" (except the Philippine peso, which uses the symbol "₱"). Within a country the dollar/peso sign may be used alone.

1. How to Change the Reference from Relative to Absolute (or Mixed)?

Ans:

1. Select the cell that contains the formula.
2. In the formula bar. , select the reference that you want to change.
3. Press F4 to switch between the reference types.
4. Explain the order of operations in excel?

Ans: Excel follows general mathematical rules for calculations, which is Parentheses, Exponents, Multiplication and Division, and Addition and Subtraction, or the acronym PEMDAS (Please Excuse My Dear Aunt Sally). Using parentheses allows you to change that calculation order.

4. What, according to you, are the top 5 functions in excel and write a basic syntax

for any of two?

Ans:

* The VLookup Function.
* The Concatenate Function.
* Text to Columns.
* Remove Duplicates.
* Pivot Tables.

1. When would you use the subtotal function?

Ans: The SUBTOTAL Function[1]in Excel allows users to create groups and then perform various other Excel functions such as SUM, COUNT, AVERAGE, PRODUCT, MAX, etc. Thus, the SUBTOTAL function in Excel helps in analyzing the data provided.

1. What is the syntax of the vlookup function? Explain the terms in it?

Ans: In its simplest form, the VLOOKUP function says: =VLOOKUP(What you want to look up, where you want to look for it, the column number in the range containing the value to return, return an Approximate or Exact match – indicated as 1/TRUE, or 0/FALSE).