**Advance Excel Assignment 5**

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

Ans: There are 5 types of conditional formatting visualizations available: Background Color Shading (of cells) Foreground Color Shading (of fonts) Data Bars.

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

Ans:

1. Select a cell or a range of cells to which you want to add borders.
2. On the Home tab, in the Font group, click the down arrow next to the Borders button, and you will see a list of the most popular border types.
3. Click the border you want to apply, and it will be immediately added to the selected cells.
4. How to Format Numbers as Currency in Excel?

Ans: press Ctrl+1 to open the Format Cells dialog box. In the Format Cells dialog box, in the Category list, click Currency or Accounting. In the Symbol box, click the currency symbol that you want

1. What are the steps to format numbers in Excel with the Percent style?

Ans: On the Home tab, in the Number group, select the icon next to Number to display the Format Cells dialog box. In the Format Cells dialog box, in the Category list, select Percentage. In the Decimal places box, enter the number of decimal places that you want to display.

1. What is a shortcut to merge two or more cells in excel?

Ans:

1. To merge, select the cells you want to merge and press ALT + H + M + M.
2. How do you use text commands in Excel?

Ans: =TEXT(value,"00000"),