

Advance Excel Assignment 2

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

In Excel, a dollar sign has common use i.e indicating absolute cell references in formulas.

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

- i. Select the cell that contains the formula.
- ii. In the formula bar. , select the reference that you want to change.
- iii. Press F4 to switch between the reference types.

3. Explain the order of operations in excel?

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.

4. What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?

Following are the top 5 functions used in excel:

--> SUM
--> MIN()
--> MAX()
--> AVERAGE()
--> COUNT()

Syntax :

=SUM(A1:A10) Adds the values in cells A1 through A10
=AVERAGE(A1:A9) Return Average value of the values in cells A1 through A10

5. When would you use the subtotal function?

The SUBTOTAL function is used when you display a Total row in an Excel Table. The SUBTOTAL function ignores any rows that are not included in the result of a filter, no matter which function_num value you use. The SUBTOTAL function is designed for columns of data, or vertical ranges. It is not designed for rows of data, or horizontal ranges.

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

Syntax: =LOOKUP(lookup_value, lookup_vector, [result_vector])

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).