**Advance Excel Assignment – 2**

**Q1. What does the dollar($) sign do?**

**Ans: -** The dollar sign in Excel is used to create an absolute cell reference. This means that when a formula containing a cell reference with a dollar sign is copied to another cell, the reference remains the same, regardless of its new position relative to the cell containing the formula.

Using absolute cell references can be useful when you want to refer to a fixed cell or range of cells in a formula that you plan to copy to other cells.

**Q2. How to Change the Reference from Relative to Absolute (or Mixed)?**

**Ans: -** We can manually add dollar signs to the cell reference by typing them in before the column letter or row number

**Q3. Explain the order of operations in excel?**

**Ans: -** The order of operations in Excel is the sequence in which calculations are performed based on BODMAS.

**Q4. What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?**

**Ans: -** Top 5 funtions are: - 1. SUM: This function adds up a range of cells.

2. AVERAGE: This function calculates the average of a range of cells.

3. IF: This function allows you to test a condition and return one value if the condition is true and another value if the condition is false.

4. VLOOKUP: This function searches for a value in the first column of a range and returns a corresponding value from another column in the same row.

5. COUNT: This function counts the number of cells in a range that contain numbers.

Syntax for 2 are: -

1. SUM: **=SUM(first cell:last cell)**
2. AVERAGE: **=AVERAGE(first cell:last cell)**

**Q5. When would you use the subtotal function?**

**Ans: -** SUBTOTAL function is used when you want to perform calculations on a filtered range of data in Excel.

**Q6. What is the syntax of the vlookup function? Explain the terms in it?**

**Ans: -** Syntax: =VLOOKUP(lookup value, range, column number, exact match)

explanation: - 1. lookup\_value: This is the value that you want to look up in the first column of the table\_array.

2. table\_array: This is the range of cells that contains the data you want to search. It should include at least two columns: one for the lookup value and one for the result you want to return.

3. col\_index\_num: This is the column number (starting from 1) in the table\_array that contains the result you want to return. For example, if you want to return the value from the third column, you would enter 3.

4. range\_lookup: This is an optional argument that determines whether you want an exact match or an approximate match. If you enter FALSE or 0, it will only return an exact match. If you enter TRUE or 1 (or leave it blank), it will return an approximate match.

In summary, the VLOOKUP function searches for a value in the first column of a table and returns a corresponding value from a specified column in the same row.