Assignment 7 excel

Answer 1

Go to the formula bar and click insert function an select the auto sum which will help in Sum adds up a range of cells

Average calculates the average of range of cells

Count counts the number of the cells that contains number in cell

Answer 2

1. Right Click on the column letter or the row number
2. Click and drag to desire

Answer 3

Auto fit is used in excel to just fit the desired data and cell size according to the data size it helps to adjust text and fits dimensions of it to be a perfect data.

Answer 4

Right click on the column letter or row number and then select the ‘insert’ from the drop down.

Answer 5

To unhide and hide right click on the column alphabet and row number and then select the hide or unhide from the drop down.

Answer6

C:\Users\Shubham tyagi\Downloads\answer 6.xlsx

|  |  |  |  |
| --- | --- | --- | --- |
| Product | Product | Product | Product |
| Product A | $100 | $150 | $120 |
| Product B | $80 | $90 | $100 |
| Product C | $200 | $180 | $220 |
| total sales | $380 | $420 | $440 |
| average sales | $127 | $140 | $147 |
|  |  |  |  |