Assignment 4(excel)

Answer 1

* we can right click on the ribbon and then select the customize ribbon option to customize as per need

Answer 2

* If we make the row height and column width 0 then the particular row and column will disappear .

Answer 3

* yes, it is necessary to change width of cell as per the need to fit the data.

Answer4)

* Ctrl+shift+9

Answer5)

* The method is to select the blank cells and then press ctrl+9