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

The dollar sign ($) is used in Excel to create absolute references in formulas. By adding the dollar sign, we can lock a specific row or column in a formula, making it an absolute reference. This allows us to maintain the same reference regardless of where the formula is copied or filled.

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

To change the reference from relative to absolute (or mixed) in Excel, we can manually add the dollar sign ($) to the row or column references in a formula. Here's how to do it:

To create an absolute reference, place a dollar sign ($) before the column letter and/or the row number. For example, $A$1 will be an absolute reference to cell A1, and it won't change when the formula is copied or filled.

To create a mixed reference (absolute in one direction and relative in the other), place a dollar sign ($) before either the column letter or the row number. For example, $A1 will lock the column as absolute while the row will be relative, and A$1 will lock the row as absolute while the column will be relative.

3. Explain the order of operations in excel?

The order of operations in Excel, also known as the precedence of operators, determines the sequence in which mathematical calculations are performed. Excel follows the standard order of operations:

Parentheses: Operations within parentheses are calculated first.

Exponents: Exponential calculations (e.g., ^) are performed next.

Multiplication and Division: Multiplication (\*) and division (/) operations are evaluated from left to right.

Addition and Subtraction: Addition (+) and subtraction (-) operations are evaluated from left to right.

It's important to use parentheses when necessary to ensure the desired order of calculations.

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

The top 5 functions in Excel (according to general popularity and usefulness) are:

SUM: Adds up a range of cells.

Syntax: =SUM(number1, [number2], ...)

AVERAGE: Calculates the average of a range of cells.

Syntax: =AVERAGE(number1, [number2], ...)

IF: Performs conditional evaluations and returns different values based on the specified condition.

Syntax: =IF(condition, value\_if\_true, value\_if\_false)

VLOOKUP: Searches for a value in the leftmost column of a table and returns a value in the same row from a specified column.

Syntax: =VLOOKUP(lookup\_value, table\_array, col\_index\_num, [range\_lookup])

COUNT: Counts the number of cells within a range that contain numeric values.

Syntax: =COUNT(value1, [value2], ...)

5. When would you use the subtotal function?

The SUBTOTAL function in Excel is used when we want to perform calculations on a range of data while ignoring other SUBTOTAL functions within that range. It is commonly used in scenarios where we have filtered data or subtotals within a larger data set. By using the SUBTOTAL function, we can perform calculations on visible cells only, excluding the hidden or filtered cells.

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

The syntax of the VLOOKUP function in Excel is as follows:

=VLOOKUP(lookup\_value, table\_array, col\_index\_num, [range\_lookup])

lookup\_value: The value we want to look up or search for.

table\_array: The range of cells that contains the lookup table.

col\_index\_num: The column number in the table from which we want to return a value.

range\_lookup: An optional argument that specifies whether we want an exact match or an approximate match. Enter FALSE for an exact