**Advance Excel Assignment 1**

1. What do you mean by cells in an excel sheet?

Answer: A cell in Excel is a rectangular-shaped box on the spreadsheet and the basic unit of Excel. Cells are the intersection of columns (labeled as alphabets) and rows (labeled as numbers). Cells can store values in numbers, text, date format, the combination of numbers and texts, etc.

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1. How can you restrict someone from copying a cell from your worksheet?

Answer:

1. On the Review tab, click Protect Sheet.
2. In the Allow all users of this worksheet to list, select the elements you want people to be able to change. Option. ...
3. Optionally, enter a password in the Password to unprotect sheet box and click OK.

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1. How to move or copy the worksheet into another workbook?

Answer: Click the sheet that you want to copy. On the Edit menu, click Sheet > Move or Copy Sheet. On the book menu, click the workbook that you want to copy the sheet to. Tip: To create a new workbook that contains the moved sheet, click new book.

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1. Which key is used as a shortcut for opening a new window document?

Answer: Ctrl + N

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1. What are the things that we can notice after opening the Excel interface?

Answer:

* Formula Bar. The Formula Bar is found just beside the Formula Quick Menu. ...
* Status Bar. The Status Bar in the bottom-left corner of the Excel window displays various information about the current mode of the workbook.
* Zoom Slider Control.

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1. When to use a relative cell reference in excel?

Answer:Relative reference is a type of cell reference in Excel. This reference changes when the formula is copied to any other cell or any other worksheet. Relative cell references are used whenever calculations need to be repeated.