1. Excel offers several types of conditions for conditional formatting generally includes:

* Cell Value: Format cells based on their numerical or text values, such as greater than, less than, between, equal to, or containing a certain value.
* Formula: Use a formula to evaluate a cell value or expression and format the cell based on the result.
* Top/Bottom Rules: Format the top or bottom values within a selected range of cells.
* Data Bars: Create a visual bar graph inside the cell to represent the relative value of the cell compared to other cells in the range.
* Color Scales: Use a gradient of colors to show a range of cell values, such as red for low values, green for high values, and yellow for values in between.
* Icon Sets: Use a set of icons, such as arrows, shapes, or flags, to represent different values or conditions in the cell.
* Text: Format cells based on their text values, such as highlighting cells that contain specific words or phrases.
* Duplicate Values: Highlight cells that have duplicate values within a range.

1. To insert a border in Excel using the Format Cells dialog:

* Select the cell or range of cells that you want to add a border to.
* Right-click on the selected cells and choose "Format Cells" from the context menu. Alternatively, you can go to the "Home" tab in the ribbon, click the "Format" dropdown, and select "Format Cells".
* In the Format Cells dialog box, click on the "Border" tab.
* Choose the type of border you want to add from the "Style" section. You can select from preset border styles, or create a custom border using the buttons in the "Outline" or "Inside" sections.
* Use the "Color" dropdown to select a color for your border.
* Use the "Border" section to choose which sides of the selected cells you want to apply the border to. You can apply a border to all sides, or just the top, bottom, left, or right sides.
* Click "OK" to apply the border to the selected cells.

1. To format numbers as currency in Excel:

* Select the cell or range of cells that you want to format as currency.
* Right-click on the selected cells and choose "Format Cells" from the context menu. Alternatively, you can go to the "Home" tab in the ribbon, click the "Number Format" dropdown, and select "More Number Formats" at the bottom of the list.
* In the Format Cells dialog box, click on the "Number" tab.
* In the "Category" list, select "Currency".
* In the "Symbol" dropdown, select the currency symbol you want to use.
* Use the "Decimal Places" dropdown to choose how many decimal places you want to display.
* Use the "Negative numbers" dropdown to choose how you want to display negative values (e.g. with brackets, with a minus sign, etc.).
* Click "OK" to apply the currency format to the selected cells.

1. To format numbers as a percentage in Excel:

* Select the cell or range of cells that you want to format as a percentage.
* Right-click on the selected cells and choose "Format Cells" from the context menu. Alternatively, you can go to the "Home" tab in the ribbon, click the "Number Format" dropdown, and select "More Number Formats" at the bottom of the list.
* In the Format Cells dialog box, click on the "Number" tab.
* In the "Category" list, select "Percentage".
* Use the "Decimal Places" dropdown to choose how many decimal places you want to display.
* Use the "Symbol" dropdown to choose whether you want to display the percentage symbol (%) or not.
* Click "OK" to apply the percentage format to the selected cells.

1. The shortcut to merge two or more cells in Excel is as follows:

* Select the cells that you want to merge.
* Press and hold the "Alt" key on your keyboard.
* While holding the "Alt" key, press the following keys in order: H, M, and then press the "Enter" key.

1. In Excel, we can use text commands (also known as text functions or formulas) to manipulate and analyze text data in cells. Text commands are used to perform various tasks such as combining two or more text values, extracting specific characters from text, converting text to uppercase or lowercase, and here are the steps to use text commands in Excel:

* Select the cell where you want to use the text command.
* Type an equal sign (=) to begin the formula, followed by the name of the text command you want to use (e.g. =LEFT, =RIGHT, =CONCATENATE).
* Add the necessary arguments to the text command. These arguments are enclosed in parentheses and can include one or more values, cell references, or other functions. The arguments will vary depending on the specific text command you are using.
* Press Enter to apply the text command to the cell. The result of the formula will be displayed in the cell.