Advance Excel Assignment 1

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

- A cell is the interaction of a row and a column. Columns are identified by letters (A, B, C), while rows are identified by numbers (1, 2, 3).
- Number of rows per worksheet: 1048576, Number of columns per worksheet: 16384, Number of cells per worksheet: 17179769184

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

- Select the cell that wants to protect.
- Select Review–Protect-Protect sheet or Protect Workbook.
- To turn on the protection, select protect sheet in the manage protection task pane.
- By default, the entire sheet is locked and protected by giving a secure password.

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

- Click the sheet that wants to copy or more to the other workbook.
- Click sheet – move or copy sheet – click the workbook that wants to move the sheet to.
- To create a new workbook that contains the moved sheet, click new book.

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

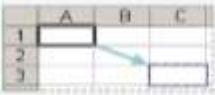- To quickly create a new blank file, click – "ctrl + N "

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

- After opening an excel workbook, there are some Excel interface Components i.e., the Quick Access Toolbar, Ribbon, Name Box, Formula Quick Menu. Formula Bar, Status Bar, Worksheet View Option, Zoom Slider Control, and the Zoom Percentage Indicator.

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

- There are two types of cell references: relative and absolute. They behave differently when copied when copied and filled into other cells.

- Relative references change when a formula is copied to another cell. Absolute references, on the other hand, remain constant no matter when they are copied.
- By default, a cell reference is a relative reference, which means that the reference is relative to the location of the cell.
- Relative references are especially convenient whenever need to repeat the same calculation across multiple rows and columns.

For a formula being copied:	If the reference is:	It changes to:
	A1 (absolute column and absolute row)	A1 (the reference is absolute)
	A$1 (relative column and absolute row)	C$1 (the reference is mixed)
	$A1 (absolute column and relative row)	$A3 (the reference is mixed)
	A1 (relative column and relative row)	C3 (the reference is relative)