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# Advance Excel Assignment 1

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

A cell is a rectangular box that occurs at the intersection of a vertical column and a horizontal row in a worksheet.

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

In order to protect your worksheet from getting copied, you need to go into Menu bar >Review > Protect sheet > Password. By entering password, you can secure your worksheet from getting copied by others.

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

Open the workbook that you want to move the sheet to. On the Window menu, click the workbook that contains the sheet that you want to move. Click the sheet that you want to copy to the other workbook. On the Edit menu, click Sheet > Move or Copy Sheet.

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

Ctrl+N

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

Title bar, Menu bar, Row heading, Column heading etc.

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

Relative references are especially convenient whenever you need to repeat the same calculation across multiple rows or columns.

