Advance Excel Assignment 2

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

Create absolute references

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

To change the reference from relative to absolute (or mixed), we can use the F4 key on keyboard. When F4 key is pressed, Excel cycles through all of the various combinations of absolute and relative references for that cell reference.

1. Explain the order of operations in excel?
2. Parentheses
3. Exponents
4. Multiplication and Division (from left to right)
5. Addition and Subtraction (from left to right)
6. What, according to you, are the top 5 functions in excel and write a basic syntax

for any of two?

1. SUM : = sum(number1,[number2], …)
2. AVERAGE : =average(number1,[number2], …)
3. COUNT : =count(value1,[value2], …)
4. MAX : = max(number1,[number2], …)
5. MIN : =min(number1,[number2], …)
6. When would you use the subtotal function?

The subtotal function in Excel is used to calculate the total value of a cell range based on another mathematical function1. It can perform different arithmetic operations such as finding the sum, maximum value, minimum value, average, variance, etc

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

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

lookup\_value : Represents the value that you are searching for

table\_array : The range of cells that contains the data you want to retrieve.

col\_index\_num : The column number in the table\_array that contains the data you want to retrieve.

range\_lookup: Optional argument that specifies whether you want an exact match or an approximate match.