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

Ans-

The intersection of columns and rows is known as cells in Excel. When we write anything or insert any data in an Excel, we do it in a Cell.

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

Ans-

In order to restrict someone from copying a cell from getting copied

Review > Protect sheet > Password.

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

Ans-

There are 2 ways:

* Select and drag the worksheet tab to another workbook.
* Right click worksheet tab>select move/copy.

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

Ans-

CTRL+N

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

Ans-

We can notice: -

**Title Bar** – contains the name of the workbook.

**Worksheet Tabs** – a list of all the worksheets in the workbook.

**Ribbon Tabs** – the top-level menu items. Consists of **Home, Insert, Page Layout, Formulas**, etc.

**Ribbon** – For example, the **Home** ribbon displayed **Clipboard, Font, Alignment, Number**, etc.

**Cells-** Contains cells (rows and columns).

**Zoom-** zoom icon on the down-right corner.

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

Ans-

When we need to repeat the same calculation on multiple rows and columns.