**Advance Excel Assignment 2**

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

A dollar sign ($) is the [symbol](https://www.computerhope.com/jargon/s/symbol.htm) found on the same key as the number four (4) key on United States [QWERTY](https://www.computerhope.com/jargon/q/qwerty.htm) keyboard. The dollar sign is most often used to represent a U.S. [currency](https://www.computerhope.com/jargon/c/currency.htm) value

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

Select the cell that contains the formula.

In the formula bar. , select the reference that you want to change.

Press F4 to switch between the reference types.

**3. Explain the order of operations in excel?**

When evaluating a formula, Excel follows a standard math protocol called "order of operations". First any expressions in parentheses are evaluated. Next Excel will solve for any exponents. After exponents, Excel will perform multiplication and division, then addition and subtraction

**4. What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?**

1 Count and Sum: most used functions in Excel are the functions that count and sum.

2 Logical: Use Excel's logical functions such as the IF, AND, OR and NOT function.

3 Cell References: Understand the difference between relative, absolute and mixed reference

4 Lookup & Reference: Vlookup | Tax Rates | Index and Match | Two-way Lookup | Offset | Case-sensitive Lookup | Left Lookup | Locate Maximum Value | Indirect | Two-column Lookup | Closest Match | Compare Two Columns

5 Statistical: Average | Negative Numbers to Zero | Random Numbers | Rank | Percentiles and Quartiles | Box and Whisker Plot | AverageIf | Forecast and Trend | Absolute Value | MaxIfs and MinIfs | Weighted Average | Standard Deviation | Frequency

**5. When would you use the subtotal function?**

Recalculates subtotal and grand total values automatically as we edit the detail data

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

The Syntax for VLOOKUP is VLOOKUP (Lookup Value, Table Array, Column Index, [Range Lookup})

The Microsoft Excel VLOOKUP function comprises of the following four arguments.

**a)** The criteria value to be searched from the farthest left column (Lookup value)

**b)** The selected lookup table cells range (Table Array)

**c)** The column number for retrieve output result (Column Index)

**d)** The match mode (Range Lookup, TRUE = approximate match, FALSE = exact match)