**Advance Excel Assignment 2**

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

Ans. Dollar sign denotes currency format.

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

Ans. Select the cell which contains formula and edit them and add $ symbol ahead of reference you want to change to absolute. There is short key F4 to do it.

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

Ans. Excel follows BODMAS (Bracket, Of, Division, Multiplication, Addition, and Subtraction) for calculations.

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

Ans. VLOOKUP - Table

Description automatically generated

SUM Function - Graphical user interface, text, application

Description automatically generated

IF error - Graphical user interface, text, application

Description automatically generated

XMATCH - Table

Description automatically generated

XIRR - A picture containing graphical user interface

Description automatically generated

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

Ans. Subtotal function is used to add values in multiple cells from each column. It is used for columns of data or any vertical ranges.

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

Ans. VLOOKUP - Table

Description automatically generated

Vlookup function helps to search across columns.

Lookup\_value- is what we want to look for

Table array-is where we want to look for this value

Col\_index\_num-the column number in the range of table\_array which contains this lookup\_value to return

[range\_lookup]-is to return an approximate (1/TRUE) or exact match (0/FALSE)