**Advance Excel Assignment 2**

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

* In Excel, the dollar($) sign indicates the absolute cell references in formulas.
* Also, the same dollar($) sign can denote a currency format too.
* So, it depends that exactly where we are using the dollar($) sign.

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

* **Changing** a cell from a relative to an absolute reference can be done by following the steps below:
* Open Microsoft Excel.
* Highlight the cell containing the formula you want to have changed to an absolute or mixed reference.
* Click the formula box or highlight the formula and press the F4 key to switch between an absolute and relative cell reference.
* If you want to write manually or create an absolute reference, use the "$" symbol in your formula.
* Then, you will be easily able to switch from Relative to Absolute (or Mixed).

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

* Excel evaluate the formulas from left to right following an operator precedence.
* Parentheses ‘( )’ are evaluated first. Then Exponentiation ‘^’, Multiplication or Division ‘\* or /’ (whichever comes first), Addition or Subtraction ‘+ or -’ (again whichever comes first), Concatenation (joining strings) ‘&’ and finally Comparison.

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

* According to me, the top 5 functions in Excel are:

1. AutoSum
2. DATE Function
3. COUNT Function
4. IF Function
5. VLOOKUP Function

* AutoSum – sum(B4:B9) or select the cells and click on AutoSum
* COUNT Function – =Count(A1:A5)

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

* Sometimes you want data based on different categories. Subtotals is useful for getting sums of multiple columns of data divided into different categories.
* For example, consider clothing made in different sizes. The Subtotal function is useful for counting different sizes of inventory.

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

* Syntax of vlookup formula contains required four arguments or parameters to work in MS Excel.
* VLOOKUP(lookup\_value, table\_array, col\_index\_num, range\_lookup)
* In its simplest form, the VLOOKUP function says:
* =VLOOKUP(What you want to look up, where you want to look for it, the column number in the range containing the value to return, return an Approximate or Exact match – indicated as 1/TRUE, or 0/FALSE).