

Advance Excel Assignment 2

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

Ans : It tells a currency format and also used to indicate absolute cell references in formulas.

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

Ans : by following below points we can change the reference :

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?

Ans : Excel's follows the following order of operations i.e. PEMDAS (Parentheses, Exponents, Multiplication, Division, Addition, Subtraction)

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

Ans : Top 5 functions in excel are :

SUM : sum(c2:c7) – here c stands for particular column C indicating sum from row 2 to 7

Avg : avg(d2:d7) – here getting the average for a range of cells from row no 2 to 7

Vlookup :

VLOOKUP(lookup_value, table_array, col_index_num, *range_lookup*).

- Lookup_value – data we want to find
- Table_array – data column where we to limit our search
- Col_index_num - is the column number within the table that we want to return a value from.

Concatenate :

Remove duplicates :

Text function

5. When would you use the subtotal function?

Ans : The subtotal function is designed for columns of data, or vertical ranges.

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

Ans : VLOOKUP(lookup_value, table_array, col_index_num, *range_lookup*).

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