1. How and when to use the AutoSum command in excel?

When you need to sum a column or row of numbers, let Excel do the math for you. Select a cell next to the numbers you want to sum, click AutoSum on the Home tab, press Enter, and you're done. When you click AutoSum, Excel automatically enters a formula that uses the SUM function to sum the numbers.

1. What is the shortcut key to perform AutoSum?

Alt+=

1. How do you get rid of Formula that omits adjacent cells?
2. The first and easiest way to get rid of this error is to adjust your formulas
3. Remove unused values
4. Click on Ignore Error from this list as shown above.
5. How do you select non-adjacent cells in Excel 2016?

To select a range, select a cell, then with the left mouse button pressed, drag over the other cells. Or use the Shift + arrow keys to select the range. To select non-adjacent cells and cell ranges, hold Ctrl and select the cells.

5. What happens if you choose a column, hold down the Alt key and press the letters

‘ocw’ in quick succession?

It will hide the column

1. If you right-click on a row reference number and click on Insert, where will the row be added?

The new row will be inserted directly above the selected row. This means that the row reference number for the new row will be one less than the row that was originally selected.