1. It is an object of Excel worksheets. Whenever we open Excel, the Excel worksheet contains cells to store the information in them. We enter content and our data into these cells. Cells are the building blocks of the Excel worksheet.

2. Go to the Protection tab and uncheck Locked option and click Ok. Now select only the cells or columns, rows that we want to protect. Right click and choose Format cells again. Go to the protection tab and check Locked option and click Ok.

3. Right click on the worksheet tab and select Move or Copy.

   Select the Create a copy checkbox.

   Under Before sheet, select where we want to place the copy.

   Select OK.

4. Ctrl+N

5. We can see many items on the Excel interface. Like: Ribbon Tabs, Name box, Formula Bar, Worksheet Window, Cell, Column Heading, Row Heading, Navigation Buttons, Sheet Tabs, etc.

6. Relative references are especially convenient whenever you need to repeat the same calculation across multiple rows or columns.