**ASSIGNMENT 1**

1. What do you mean by cells in an excel sheet?

Ans: A cell is a rectangular area formed by the intersection of a column and a row.

1. How can you restrict someone from copying a cell from your worksheet?

Ans:  In order to protect your worksheet from getting copied, you need to protect sheet by entering password.

1. How to move or copy the worksheet into another workbook?

Ans: Click the sheet that you want to copy to the other workbook. On the Edit menu, click Sheet > Move or Copy Sheet. On the To book menu, click the workbook that you want to move the sheet to.

1. Which key is used as a shortcut for opening a new window document?

Ans: Ctrl + N

1. What are the things that we can notice after opening the Excel interface?

Ans: Title bar, Menu bar, Column headings, Row headings, Name box, Formula bar, Cell, Navigation buttons and sheet tabs.

1. When to use a relative cell reference in excel?

Ans: Relative reference is used whenever you need to repeat the same calculation across multiple rows or columns.