

Advance Excel Assignment 1

1. What do you mean by cells in an excel sheet?
2. How can you restrict someone from copying a cell from your worksheet?
3. How to move or copy the worksheet into another workbook?
4. Which key is used as a shortcut for opening a new window document?
5. What are the things that we can notice after opening the Excel interface?
6. When to use a relative cell reference in excel?

Answers

1. Cells are the intersection between column and row. It is used to specify or as reference where we input the value.
2. I can restrict someone from copying a cell from my worksheet by locking the cell by opening the format cell and going to the protection part then tick the unlocked cell to be locked.
3. First right click on the selected worksheet, then click 'Move or Copy', after that in 'to book' part just choose a new book. If you want to make the copy, thick 'Creat a copy'.
4. Ctrl + N is used as shortcut for opening a new window document
5. The things we can notice are toolbar, ribbon, formula box, column, row, cells, sheets, and many more.
6. When someone wants to copy continuously, as example date. Or when someone wants to copy the exact same formula as before.