* Why should we use functions at all?

It can be used as a block of re-usable code to perform specific tasks.

* How to define/declare a function?

def <function name> (function arguments):

* How to call/use a function?

Function name ()

* What is return, why and how do we use it?

The return statement causes your function to exit and hand back a value to its caller. The return statement is used when a function is ready to return a value to its caller.

* Do we have to use return in **every** function?

No, we don’t.

* What are function arguments/parameters, why and how we use it?

Function arguments can have default values in Python. So, it is optional during a call. If a value is provided, it will overwrite the default value

* How to use function from a different file other than our currently working file?

We have to import the file that contain the function