**Advance Excel Assignment 1**

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

Ans: Cells are rectangular shaped boxes where we can store the information in them. In the Excel worksheet there are so many cells and each cell is identified on a worksheet by its reference, the interaction of column number and row number are called cell’s location.

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

Ans: We can lock the cells in our Excel worksheet and then protect the sheet with a password

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

Ans: To move or copy a worksheet into another workbook in Excel, Select the tabs by right clinking on tab, then right-click on the sheet tab and select "Move or Copy", choose the destination workbook and location, and then click "OK".

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: When we open the Excel worksheet, we see blank cells of column and rows, Ribbons, Quick access, Formula bar and tabs etc.

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

Ans: Relative cell reference should be used when we want to reference to change based on the position of the formula and function in excel.

