**Advance Excel Assignment 5**

1. How many types of conditions are available in conditional formatting on Excel? **ANS: 5 main types of conditional formatting is available.** 2. How to insert border in Excel with Format Cells dialog? **ANS: Select one or more cells that have a border that you want to change, Right-click over the cells then select Format Cells and, in the popup window, click the Border tab then set which type of border you want after that press ok.**

3. How to Format Numbers as Currency in Excel?

**ANS: Go to the home menu, and click on the currency drop-down arrow in the number ribbon.** 4. What are the steps to format numbers in Excel with the Percent style?

**ANS: Ctrl + Shift + Percentage**

5. What is a shortcut to merge two or more cells in excel?

**ANS: select you want to merge cell, after that**

**Press Alt + H + M + M**

6. How do you use text commands in Excel?

**ANS: Use of text function for formatting text like for finding the value for using find(), For length use len(), extract the characters from the middle of a string use of mid(), like upper(), subtitle(). This type of command is used appropriately.**

