ADVANCE EXCEL ASSIGNMENT - 1 :—

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

The rectangular shapes boxes in an excel worksheet
are called cells. Every cell has its own unique name
such as "A1, B1, X1, Y1, Z22, etc".

2) How can you restrict someone from copying a cell from worksheet?

Go to the "review" section in "Ribbon".
Click on "Protect Sheet"
Type a password in the box & click on "Ok"
Reenter the password & click "OK"

Now only owner can make changes to the cells no other can
copy the cells after the file is shared.
If the other user have the password they can copy cells.

3) How to move or copy worksheet into another workbook?
Right click on the worksheet you want to copy
Select "Move or Copy" option. A dialog box will open
In "To book" dropdown select "(new book)"
Click on "Create a copy" box
Click "Ok".

4) Which key is used as shortcut for opening a new
window document?
   "ALt + W + N "
   To open a new window document.

5) What are the things that we can notice after opening the Excel interface?

The things that we can notice after opening the Excel interface are :—
→ Quick Access Toolbar
→ Ribbon
→ Quick Formula Menu
→ Name box
→ Status bar
→ Formula bar
→ Worksheet View Options
→ Zoom slider control
→ Zoom percentage indicator.

6) When to use relative cell reference in excel?
Relative cell reference is used when we need to create a formula for a range of cells & the formula needs to refer to relative cell reference. We just need to create the formula for one cell & copy-paste it into all cells or we can also drag the cell.