1.To use the ribbon commands, what menu and grouping of commands will you find the Insert and Delete command?

Ribbon tabs are composed of groups, which are a labeled set of closely related commands. In addition to tabs and groups, ribbons consist of: An Application button, which presents a menu of commands that involve doing something to or with a document or workspace, such as file-related commands

2, If you set a row height or column width to 0 (zero), what happens to the row and column?

 It sets to the default width or height.

3. Is there a need to change the height and width in a cell? Why?

YES. On the Home tab, in the Cells group, click Format. Under Cell Size, click AutoFit Column Width. Note: To quickly autofit all columns on the worksheet, click the Select All button, and then double-click any boundary between two column headings.

4. What is the keyboard shortcut to unhide rows?

Ctrl + Shift + 9 to show hidden rows and Ctrl + Shift + 0 to show hidden columns

5.How to hide rows containing blank cells?

go to Home > Format > Hide & Unhide > Hide Rows.

6.What are the steps to hide the duplicate values using conditional formatting in excel?

 Click Home > Conditional Formatting > Highlight Cells Rules > Duplicate Values.