**Advance Excel Assignment 3**

1. **How and when to use the AutoSum command in excel?**

The AutoSum command in Excel is used to quickly calculate the sum of a range of numbers. To use it, select the cell, then click on the AutoSum button (∑) in the Excel toolbar.

1. **What is the shortcut key to perform AutoSum?**

"Alt" + "="

1. **How do you get rid of Formula that omits adjacent cells?**

Edit the formula to include the omitted adjacent cells and press Enter to update.

1. **How do you select non-adjacent cells in Excel 2016?**

To choose non-adjacent cells in Excel 2016, Hold Ctrl key while clicking on individual cells to select non-adjacent

1. **What happens if you choose a column, hold down the Alt key and press the letters ocw in quick succession?**

In Excel, pressing Alt + OCW in quick succession after selecting a column doesn't have any built-in function or recognized action associated with it.

1. **If you right-click on a row reference number and click on Insert, where will the row be added?**

If you right-click on a row reference number in Excel, choose "Insert," the new row will be inserted above the selected row.