Advance Excel Assignment 2

1. What does the dollar($) sign do?

The dollar ($) sign in Excel is used to create absolute cell references. When applied before the column letter or row number in a cell reference, it locks that part of the reference, preventing it from adjusting when the formula or function is copied or filled to other cells. For example, $A$1 is an absolute cell reference that will always refer to cell A1, regardless of where it is copied.

2. How to Change the Reference from Relative to Absolute (or Mixed)?

To change a cell reference from relative to absolute or mixed in Excel, you can use the dollar sign ($) to lock specific parts of the reference. By placing a $ before the column letter, row number, or both, you can make it absolute. For example, $A$1 is an absolute reference, $A1 is a mixed reference (locks the column only), and A$1 is also a mixed reference (locks the row only).

3. Explain the order of operations in excel?

In Excel, the order of operations determines the sequence in which calculations are performed. The order is as follows: parentheses (including nested parentheses), exponents (such as ^), multiplication and division (from left to right), and addition and subtraction (from left to right). This order ensures that Excel follows mathematical conventions when evaluating formulas and functions.

4. What, according to you, are the top 5 functions in excel and write a basic syntax for any of two?

The top 5 functions in Excel, based on their widespread usefulness, are SUM, VLOOKUP, IF, COUNT, and AVERAGE.

SUM: Adds up a range of cells.

Syntax: =SUM(cell\_range)

VLOOKUP: Searches for a value in the leftmost column of a table and returns a value in the same row from a specified column.

Syntax: =VLOOKUP(lookup\_value, table\_range, column\_number, [range\_lookup])

5. When would you use the subtotal function?

The SUBTOTAL function in Excel is used to calculate subtotal values based on a range of data. It is often used in conjunction with filtered or grouped data. Instead of directly using functions like SUM or AVERAGE, using the SUBTOTAL function allows you to perform calculations on visible cells only, excluding any filtered-out or hidden data.

6. What is the syntax of the vlookup function? Explain the terms in it?

The syntax of the VLOOKUP function in Excel is as follows:

=VLOOKUP(lookup\_value, table\_range, col\_index\_num, [range\_lookup])

lookup\_value: The value to search for in the leftmost column of the table.

table\_range: The range of cells that contains the table from which to retrieve data.

col\_index\_num: The column number in the table from which to retrieve the result.

range\_lookup: Optional parameter to specify whether the lookup should be an exact match (FALSE) or an approximate match (TRUE or omitted).