Excel Assignment 2

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

A dollar sign in excel is used for absolute cell referencing. This denotes that always refer to a specific cell even when a formula is copied

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

To change from relative reference to absolute or mixed reference we need to press F4 key to change the references.

1. Explain the order of operations in excel?

Excel's order of operation is PEMDAS (Parentheses, Exponents, Multiplication, Division, Addition, Subtraction)

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

5 functions in excel are: Sum, Average, Count, Max, Min

Syntax for Sum: =SUM(number1, [number2], ….)

Syntax for Average: =AVERAGE(number1, [number2], ….)

1. When would you use the subtotal function?

SUBTOTAL can be used repeatedly in the same column for section subtotals and then used again at the end for a grand total.

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

Syntax for vlookup: =VLOOKUP(lookup\_value, table\_array, col\_index\_num, [range\_lookup])

Lookup\_value means what the user wants to look for

Table\_array means the range from where the user want to look for the value

Col\_index\_num denotes the column number in the range containing the value to return

Range\_lookup: Approximate match (True / 1) or Exact match (False / 0)