Advance Excel Assignment 2

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

Dollar symbols in excel locked cell references/ fix cell references so that it remains unchanged no matter where the formula moves.

Locks column <--$ A $--> Locks row

1. How to change the Reference from relative to absolute (or mixed)?

First click on the cell that want to change from relative to absolute, then click in formula box and click F4 button or manually type $ symbol.

1. Explain the order of operations in excel?

The order of operation in excel involves PEDMAS.

Parenthesis, Exponentiation, Division/ Multiplication, Addition and Subtraction

if we not use above operation correctly, excel won't calculate results accurately.

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

* SUM function
* average function
* concatenate function
* proper function

Basic syntax is

1. SUM()
2. PROPER()
3. When would you use the subtotal function?

We use subtotal function, when we want a subtotal value from a range of cells.

1. What is the syntax of the VLOOKUP function? explain the term in it?

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

VLOOKUP() means vertical lookup. this function is used to find/search the values vertically across a set of rows in table.