**Advance Excel Assignment 1**

1. What do you mean by cells in an excel sheet?

Cell is the basic unit of a worksheet and is the intersection of a row and a column.

1. How can you restrict someone from copying a cell from your worksheet?

In order to restrict someone from copying a cell from the worksheet, we need to go to Review->Protect Sheet->Password.   
By entering the password, we can secure the worksheet from getting copied by others.

1. How to move or copy the worksheet into another workbook?  
   To move or copy the worksheet into another workbook,   
   Right- click on the sheet you want to you want to move.   
   Click “Move” or “Copy”.  
   Click on the file name drop down menu and find the workbook you want this sheet to move to.

Select the “Create a Copy” checkbox at the bottom of the window.

Click Ok.

This will move the sheet to another workbook.

1. Which key is used as a shortcut for opening a new window document?

Ctrl+N

1. What are the things that we can notice after opening the Excel interface?

The things we notice after opening Excel interface are Ribbon, Formula Bar, Cells, Rows & Columns, Navigation Pane.

1. When to use a relative cell reference in excel?

Whenever we need to repeat same calculation across multiple rows or columns