**Advance Excel Assignment 2**

1. What does the dollar ($) sign do?  
   In excel, a dollar sign indicates a currency format, but it has another use to lock column or row reference, we can achieve this either by pressing f4 key or fn+f4 to lock a column or row reference.
2. How to Change the Reference from Relative to Absolute (or Mixed)?  
   To change the reference from relative to Absolute (or Mixed) we need to add the dollar sign before the column notation & the row number.
3. Explain the order of operations in excel?  
   Excel use the operation of mnemonic "Please My Dear Aunt Sally." i.e ‘P’ Stands for Parthenesis, any operation within parentheses is done first in a formula.  
   ‘M’ stands for Multiplication.  
   ‘D’ stands for Division.  
   ‘A’ Stands for Addition.  
   ‘S’ Stands for Subtraction.
4. When would you use the subtotal function?  
   The subtotal function is used for columns of data, or vertical ranges. It is particularly useful when you have a dataset with multiple subtotals or we want to perform calculations on only visible cells in a column.
5. What is the syntax of the vlookup function? Explain the terms in it?  
   Vlookup (lookup\_value, table\_array, col\_index\_num, [range lookup])  
     
   Lookup\_value: Select the cell where search values will be entered.

Table\_array: The table range, including all cells in the table.

Col\_index\_num: The data which is being looked up. The input is the number of the column.  
Range\_lookup: True=approximate match(default). False=exact match