

1. In Excel, the dollar sign (\$) is used as a symbol to create absolute cell references when constructing formulas.
2. For absolute referencing we can use the formula \$A\$1 and for mixed referencing we can use the formula \$A1 or A\$1.
3. The order of operations in Excel is BODMAS.
4. The top 5 functions most used are

SUM - =SUM(A2:A90)

COUNT - =COUNT(A2:A90)

IF

AVERAGE

VLOOKUP

5. We use the subtotal function when we want to get the total based on a particular category like suppose we want to get the subtotal of sales based on each region that is when we will use subtotal.
6. The syntax of VLOOKUP is as follows

=VLOOKUP(lookup_value, table_array, col_index_num, [range_lookup])

=VLOOKUP(F2, A1:D10, 4, FALSE)

Lookup_Value (F2) is the employee ID you want to find.

Table_Array (A1:D10) is the range of cells containing the employee data.

Col_Index_Num (4) is the column index of the salary column.

Range_Lookup (FALSE) indicates an exact match.