

1. Autocomplete feature in excel means that if a particular text or number is already used once then we can use the autocomplete feature which will save us time instead of re-entering the value again and again.
2. A workbook is a file that contains one or more worksheets (also known as sheets). When you open Excel, a new workbook is created by default. You can also create, open, save, and manage multiple workbooks. Whereas a worksheet is composed of a grid of cells organized into rows and columns. Each cell is identified by its unique cell address, which consists of the column letter and the row number (e.g., A1, B2, C3).
3. A fill handle is basically used to autocomplete a particular formula which is going to be used for further cell calculation. We use a fill handle when we are using the same formula again and again in a single column.
4. We can use a fill handle when we are calculating the profit each department has brought in for a product based company.
5. Flash fill is used to make using formulas faster and easier. Suppose if we want to get the first alphabet of each individual's name then we use flash fill.

	A	B	C	D	E	F	G
1	Mail	Address	First Name	Last Name	City	State	Pincode
2	john.doe@example.com	123 Main Street, Springfield, IL 12345	john	doe	Springfield	IL	12345
3	sarah.smith@emailprovider.com	456 Oak Avenue, San Francisco, CA 98765	sarah	smith	San Francisco	CA	98765
4	mike.jones123@emailservice.net	789 Elm Road, New York, NY 54321	mike	jones123	New York	NY	54321
5	emily.wilson@emaildomain.org	321 Maple Lane, Austin, TX 67890	emily	wilson	Austin	TX	67890
6	david.brown@emailprovider.com	987 Pine Street, Miami, FL 45678	david	brown	Miami	FL	45678
7	lisa.miller1234@emailservice.net	654 Cedar Avenue, Seattle, WA 23456	lisa	milller1234	Seattle	WA	23456
8	alexander.johnson@emaildomain.org	890 Birch Drive, Denver, CO 76543	alexander	johnson	Denver	CO	76543
9	olivia.wang@example.com	234 Willow Court, Chicago, IL 34567	olivia	wang	Chicago	IL	34567
10	ethan.carter@emailprovider.com	567 Rose Way, Atlanta, GA 56789	ethan	carter	Atlanta	GA	56789
11	sophia.thomas@emailservice.net	876 Ivy Street, Boston, MA 67890	sophia	thomas	Boston	MA	67890
12							

6.