**Advance Excel Assignment 2**

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

A dollar sign in Excel is used for absolute cell referencing. This tells Excel that you want to always refer to a specific cell even when your formula is copied across.

1. How to Change the Reference from Relative to Absolute (or Mixed)?

F4.

1. Explain the order of operations in excel?

Maths BODMAS rule.

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

Sum(), Text(), Vlookup(), Average(), Concatenate().

The Sum function - “=SUM” (number1, number2, etc.).

The Vlookup function - “=VLOOKUP” (lookup\_value, table\_array, col\_index\_num, \*range\_lookup\*).

1. When would you use the subtotal function?

The SUBTOTAL function in Excel allows users to create groups and then perform various other Excel functions such as SUM, COUNT, AVERAGE, PRODUCT, MAX, etc. Thus, the SUBTOTAL function in Excel helps in analyzing the data provided.

The SUBTOTAL function is used when you display a Total row in an Excel Table.

1. What is the syntax of the vlookup function? Explain the terms in it?

The Vlookup function - “=VLOOKUP” (lookup\_value, table\_array, col\_index\_num, range\_lookup) where

lookup\_value = What are you looking for,

table\_array = Where are you looking,

col\_index\_num = What do you want to return,

range\_lookup = approximate.

The function is used for searching values.