

## Text Functions

### What is the use of Average formula?

**Average of given numbers**

#### **Syntax of Average formula:**

average(of this number, [and this number too..])

#### **Examples of Excel Average formula:**

average(2,4,6) = 4

average(A1:A5) = average of numbers in A1:A5

### What is the use of Int formula?

**Converts a decimal number to integer lower than it**

#### **Syntax of Int formula:**

int(this number)

#### **Examples of Excel Int formula:**

int(1.2365) = 1

### What is the use of Mod formula?

**Tells you what is the remainder after dividing one number with another**

#### **Syntax of Mod formula:**

mod(of this number, divided by this number)

#### **Examples of Excel Mod formula:**

mod(5,3) = 2

mod(3,5) = 3

### What is the use of Rand formula?

**Gives you a random number to play with**

#### **Syntax of Rand formula:**

rand()

#### **Examples of Excel Rand formula:**

rand() = who knows

### What is the use of Round formula?

**Rounds a number to nearest decimal you specify**

#### **Syntax of Round formula:**

round(this number, to this many digits after decimal)

#### **Examples of Excel Round formula:**

round(1.2365,0) = 1

round(1.2365,2) = 1.24

### What is the use of Sum formula?

**Adds a bunch of numbers**

#### **Syntax of Sum formula:**

sum(add this, [and this ..])

#### **Examples of Excel Sum formula:**

sum(1,2,3,4) = 10

sum(5.6,2.3) = 7.9

### **What is the use of Concatenate formula?**

**Adds a bunch of text values to one another**

#### **Syntax of Concatenate formula:**

concatenate(this, [to this..])

#### **Examples of Excel Concatenate formula:**

concatenate("one ", "big ", "text") = one big text

concatenate(A1,A2,A3) = adds the text values in A1,A2 and A3

### **What is the use of Find formula?**

**Finds the position of a text in another text**

#### **Syntax of Find formula:**

find(this, in this text, [start here])

#### **Examples of Excel Find formula:**

find("e", "hello") = 2

find("m", "hello") = ERROR

### **What is the use of Left formula?**

**Cuts a text from left**

#### **Syntax of Left formula:**

left(from this text, this many letters)

#### **Examples of Excel Left formula:**

left("Pointy Haired Dilbert rocks", 6) = Pointy

left(A1,5) = first five characters in the cell A1

### **What is the use of Len formula?**

**Tells you the length of a given text**

#### **Syntax of Len formula:**

len(of this text)

#### **Examples of Excel Len formula:**

len("hello") = 5

len(A1) = length of the value in cell A1

### **What is the use of Lower formula?**

**Converts a text to lower case**

#### **Syntax of Lower formula:**

lower(this text)

#### **Examples of Excel Lower formula:**

lower("Hello") = hello

lower("hEELo") = hello

### **What is the use of Mid formula?**

**Gets a portion of text**

#### **Syntax of Mid formula:**

mid(from this text, start here, this many letters)

#### **Examples of Excel Mid formula:**

mid("hello",2,3) = ell

mid("hello",2,99) = ello

### **What is the use of Proper formula?**

**Converts text to proper case**

#### **Syntax of Proper formula:**

proper (this text)

#### **Examples of Excel Proper formula:**

proper ("hello world") = Hello World  
proper ("Hello world") = Hello World

### **What is the use of Rept formula?**

**Repeats a particular text n number of times**

#### **Syntax of Rept formula:**

rept (this text, this many number of times)

#### **Examples of Excel Rept formula:**

rept("|",5) = |||||  
rept("And", 2) = AndAnd

### **What is the use of Substitute formula?**

**Substitutes one text with another in the given text**

#### **Syntax of Substitute formula:**

substitute(in this text, this text, with this text, [at this occurrence])

#### **Examples of Excel Substitute formula:**

substitute("Pointy Haired Dilbert", "Pointy",  
"Curly") = Curly Haired Dilbert  
substitute("123-123-1234", "-", "") =  
1231231234

### **What is the use of Trim formula?**

**Removes un-necessary spaces in a given text**

#### **Syntax of Trim formula:**

trim(this text)

#### **Examples of Excel Trim formula:**

trim(" unusually spaced text ") = unusually  
spaced text

### **What is the use of Upper formula?**

**Gets you upper case text from given one**

#### **Syntax of Upper formula:**

upper(this text)

#### **Examples of Excel Upper formula:**

upper("hello") = HELLO  
upper("hELLO") = HELLO

### **What is the use of Value formula?**

**Converts text to numbers**

#### **Syntax of Value formula:**

value(from this text)

#### **Examples of Excel Value formula:**

value("1.2365") = 1.2365  
value("hello") = ERROR

## Logical & Reference Functions

### What is the use of And formula?

**Checks whether all conditions are passed or not**

**Syntax of And formula:**  
and(list of conditions)

**Examples of Excel And formula:**  
and(true, false) = false  
and(true, true) = true

### What is the use of Countblank formula?

**Counts blank cells in a given list**

**Syntax of Countblank formula:**  
countblank(in this list)

**Examples of Excel Countblank formula:**  
countblank(list) = number of blank cells in the list

### What is the use of Countif formula?

**Counts of items in a list matching a condition**

**Syntax of Countif formula:**  
countif(in this range, values meeting this criteria)

**Examples of Excel Countif formula:**  
countif(A1:A20, 1) = counts how many cells have "1"  
countif(A1:A20, "<3") = counts how many cells have less than 3

### What is the use of If formula?

**Fetches one of the two values based on a condition**

**Syntax of If formula:**  
if(is-this-true?, do this, or this)

**Examples of Excel If formula:**  
if(5<10,"hello","world") = hello  
if(5>10,"hello","world") = world

### What is the use of Large formula?

**Finds the nth largest number in a list**

**Syntax of Large formula:**  
large(from this list, nth largest number)

**Examples of Excel Large formula:**  
large(list, 2) = 2nd largest number in the list

### What is the use of Max formula?

**Finds the maximum of a given list of numbers**

**Syntax of Max formula:**  
max(of this list of numbers)

**Examples of Excel Max formula:**  
max(1,2,3) = 3  
max(A1:A20) = maximum value in the range A1:A20

### **What is the use of Min formula?**

**Finds the minimum of a given list of numbers**

#### **Syntax of Min formula:**

min(of this list of numbers)

#### **Examples of Excel Min formula:**

min(1,2,3) = 1

min(A1:A20) = minimum value in the range A1:A20

### **What is the use of Not formula?**

**Negates a logical value**

#### **Syntax of Not formula:**

not(this logical value)

#### **Examples of Excel Not formula:**

not(false) = true

not(not(false)) = false

### **What is the use of Or formula?**

**Checks whether any condition is met**

#### **Syntax of Or formula:**

or(list of conditions)

#### **Examples of Excel Or formula:**

or(true, false) = true

or(false, false) = false

### **What is the use of Small formula?**

**Finds the nth smallest number in a list**

#### **Syntax of Small formula:**

small(from this list, nth smallest number)

#### **Examples of Excel Small formula:**

small(list, 2) = 2nd smallest number in the list

### **What is the use of Sumif formula?**

**Sums items in a list matching a condition**

#### **Syntax of Sumif formula:**

sumif(in this range, values meeting this criteria, [sum-this-range])

#### **Examples of Excel Sumif formula:**

sumif(A1:A20, 3) = sums the cells with a value of "3"

sumif(A1:A20, 3, b1:b20) = same as above but adds values in B1:B20

### **What is the use of Vlookup formula?**

**Searches a list for a value you are looking for and returns a corresponding value**

#### **Syntax of Vlookup formula:**

vlookup(this value, in this list, and get me value in this column, [is-my-list-sorted?])

#### **Examples of Excel Vlookup formula:**

vlookup("John", list, 2, false) = finds where Jon is in the list and returns the value in the 2nd column

## Date & Time Functions

### What is the use of Day formula?

Tells you the day of month from a given date

#### Syntax of Day formula:

day(of this date)

#### Examples of Excel Day formula:

day("12/31/1981") = 31

day(today()) = current day

### What is the use of Hour formula?

Tells you the hour from a given time

#### Syntax of Hour formula:

hour(at this time)

#### Examples of Excel Hour formula:

hour("11:30") = 11

hour(now()) = current hour

### What is the use of Minute formula?

Tells you the minutes from a given time

#### Syntax of Minute formula:

minute(at this time)

#### Examples of Excel Minute formula:

minute("11:30") = 30

minute(now()) = current minutes

### What is the use of Month formula?

Tells you the month from a given date

#### Syntax of Month formula:

month(of this date)

#### Examples of Excel Month formula:

month("12/31/1981") = 12

month(today()) = current month

### What is the use of Networkdays formula?

Tells you how many working days are there between 2 given dates

#### Syntax of Networkdays formula:

networkdays(from this date, to this date, [add this holidays as well])

#### Examples of Excel Networkdays formula:

networkdays("12/1/2008", "12/31/2008") = 23

networkdays(TODAY(), TODAY()+30) = total working days in next 30 days

### What is the use of Now formula?

Today's date along with current time

#### Syntax of Now formula:

now()

#### Examples of Excel Now formula:

now() = today's date along with current time

**What is the use of Second formula?**

**Tells you the seconds from a given time**

**Syntax of Second formula:**

second(at this time)

**Examples of Excel Second formula:**

second("11:30:45") = 45

second(now()) = current seconds

**What is the use of Today formula?**

**Today's date**

**Syntax of Today formula:**

today()

**Examples of Excel Today formula:**

today() = today's date

**What is the use of Weekday formula?**

**Tells you the day of week from a given date**

**Syntax of Weekday formula:**

weekday(of this date)

**Examples of Excel Weekday formula:**

weekday("12/12/1981") = 7

weekday(today()) = current day of week

**What is the use of Year formula?**

**Tells you the year from a given date**

**Syntax of Year formula:**

year(of this date)

**Examples of Excel Year formula:**

year("12/31/1981") = 1981

year(today()) = current year

# Financial Functions

## What is the use of Fv formula?

**Finds out how much a series of payments is worth in future**

### Syntax of Fv formula:

fv(at this rate, this many payments, of each)

### Examples of Excel Fv formula:

fv(10%,12,-1000) = 21,384.28

## What is the use of Ipmt formula?

**Tells you how much of your mortgage goes towards interest in specified month**

### Syntax of Ipmt formula:

ipmt(at this rate, on this payment, out of this many payments, for this much amount)

### Examples of Excel Ipmt formula:

ipmt(10%,3,12,-100000) = 9017.97

## What is the use of Npv formula?

**Calculates net present value from a series of future payments**

### Syntax of Npv formula:

npv(at this rate, list of payments)

### Examples of Excel Npv formula:

npv(10%,100,100,100,100,100) = 379.07

## What is the use of Pmt formula?

**Tells you how much you should pay on your mortgage (every month ..)**

### Syntax of Pmt formula:

pmt(at this rate, this many payments, for this much amount)

### Examples of Excel Pmt formula:

pmt(10%,12,-100000) = 14676.33

## What is the use of Ppmt formula?

**Tells you how much of your mortgage goes towards principle in specified month**

### Syntax of Ppmt formula:

ppmt(at this rate, on this payment, out of this many payments, for this much amount)

### Examples of Excel Ppmt formula:

ppmt(10%,3,12,-100000) = 5658.36



# Information Functions

**What is the use of Column formula?**

**Tells you the current column number**

**Syntax of Column formula:**

column([of this cell])

**Examples of Excel Column formula:**

column() = column number where you wrote this formula

column(C4) = 3

**What is the use of Isblank formula?**

**Checks if the input is blank or not**

**Syntax of Isblank formula:**

isblank(this value)

**Examples of Excel Isblank formula:**

isblank(A1) = true if A1 is blank

isblank("") = false

**What is the use of Iserror formula?**

**Checks if the input has error or not**

**Syntax of Iserror formula:**

iserror(this value)

**Examples of Excel Iserror formula:**

iserror(1/0) = true

iserror(0/1) = false

**What is the use of Isnumber formula?**

**Checks if the input is number or not**

**Syntax of Isnumber formula:**

isnumber(this value)

**Examples of Excel Isnumber formula:**

isnumber(123) = true

isnumber("khadeer") = false

**What is the use of Istext formula?**

**Checks if the input is text or not**

**Syntax of Istext formula:**

istext(this value)

**Examples of Excel Istext formula:**

istext(123) = false

istext("khadeer") = true

**What is the use of Row formula?**

**Tells you the current row number**

**Syntax of Row formula:**

row([of this cell])

**Examples of Excel Row formula:**

row() = row number where you wrote this formula

row(C4) = 4