DATE AND TIME FUNCTIONS

1. TODAY()

- **Formula:** `=TODAY()`
- **Explanation:** Returns the current system date (without time).
- **Example:** If today's date is 06-May-2025, the formula `=TODAY()` will return `06-May-2025`.

2. NOW()

- **Formula:** `=NOW()`
- **Explanation:** Returns the current system date and time.
- **Example:** If the current time is 9:47 AM on 06-May-2025, the formula will return `06-May-2025 09:47 AM`.

3. DATE(year, month, day)

- **Formula:** `=DATE(2025, 5, 6)`
- **Explanation:** Creates a date using the given year, month, and day.
- **Example:** This formula returns `06-May-2025`.

4. DAY(date)

- **Formula:** `=DAY("06-May-2025")`
- **Explanation:** Extracts the day of the month from a date.
- **Example:** Returns `6`.

5. MONTH(date)

- **Formula:** `=MONTH("06-May-2025")`
- **Explanation:** Extracts the month number from a date.
- **Example:** Returns `5` for May.

6. YEAR(date)

- **Formula:** =YEAR("06-May-2025")
- **Explanation:** Extracts the year from a date.
- **Example:** Returns 2025.

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7. WEEKDAY(date)

- **Formula:** =WEEKDAY("06-May-2025")
- **Explanation:** Returns the day of the week as a number (1 = Sunday, 2 = Monday, etc.).
- **Example:** Returns 2 since 06-May-2025 is a Tuesday.

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8. TEXT(date, "dddd")

- **Formula:** =TEXT("06-May-2025", "dddd")
- **Explanation:** Returns the full day name of the week from a date.
- **Example:** Returns Tuesday.

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9. EDATE(start_date, months)

- **Formula:** =EDATE("15-Mar-2025", 3)
- **Explanation:** Adds a specified number of months to a date.
- **Example:** Adds 3 months to 15-Mar-2025, resulting in 15-Jun-2025.

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10. EOMONTH(start_date, months)

- **Formula:** =EOMONTH("06-May-2025", 1)
- **Explanation:** Returns the last day of the month after the specified number of months.
- **Example:** One month after May 2025 is June 2025. The last day is 30-Jun-2025.

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11. DATEDIF(start_date, end_date, unit)

- **Formula:** =DATEDIF("01-Jan-2023", "06-May-2025", "d")
- **Explanation:** Returns the number of days between two dates.
- **Example:** Calculates the total days between 01-Jan-2023 and 06-May-2025, result is 856 days.

12. WORKDAY(start_date, days)

- **Formula:** =WORKDAY("06-May-2025", 5)
- **Explanation:** Returns the date after adding the specified number of working days (excludes weekends).
- **Example:** Adds 5 working days to 06-May-2025, resulting in 13-May-2025.

13. NETWORKDAYS(start_date, end_date)

- **Formula:** =NETWORKDAYS("01-May-2025", "10-May-2025")
- **Explanation:** Returns the number of working days between two dates.
- **Example:** From 01-May-2025 to 10-May-2025, there are 7 working days.

14. WEEKNUM(date)

- **Formula:** =WEEKNUM("06-May-2025")
- **Explanation:** Returns the week number of the year for a given date.
- **Example:** 06-May-2025 is in the 19th week of the year.

15. TEXT(date, "format")

- **Formula:** =TEXT("06-May-2025", "dd-mmm-yyyy")
- **Explanation:** Formats the date as a text string.
- **Example:** Returns 06-May-2025 as text.

📓 Basic Date Functions

Formula	Description	Example	Output
`=TODAY()`	Returns the current date	`=TODAY()`	06-May-2025
`=NOW()`	Returns current date and time	`=NOW()`	06-May-2025 10:15 AM
`=DATE(year, month, day)`	Creates a date	`=DATE(2025, 5, 6)`	06-May-2025
`=DAY(date)`	Extracts day of the date	`=DAY("2025-05-06")`	6
`=MONTH(date)`	Extracts month number	`=MONTH("2025-05-06")`	5
`=YEAR(date)`	Extracts year	`=YEAR("2025-05-06")`	2025
`=WEEKDAY(date)`	Returns weekday (1=Sunday)	`=WEEKDAY("2025-05-06")`	3 (Tuesday)
`=TEXT(date, "dddd")`	Returns day name	`=TEXT("2025-05-06", "dddd")`	Tuesday

🔢 Date Calculations

Formula	Description	Example	Output
`=A2 + 10`	Adds 10 days to date in A2	`=A2+10`	(If A2 = 06-May-2025, returns 16-May-2025)
`=A2 - B2`	Days between two dates	`=B2 - A2`	(If B2 = 10-May, A2 = 6-May → 4)
`=DATEDIF(start, end, "d")`	Difference in days	`=DATEDIF(A2, B2, "d")`	4
`=DATEDIF(start, end, "m")`	Difference in months	`=DATEDIF("01-Jan-2024", "06-May-2025", "m")`	16
`=DATEDIF(start, end, "y")`	Difference in years	`=DATEDIF("01-Jan-2020", "06-May-2025", "y")`	5
`=EDATE(start_date, months)`	Add months to a date	`=EDATE("01-Jan-2025", 2)`	01-Mar-2025
`=EOMONTH(start_date, months)`	End of month after given months	`=EOMONTH("06-May-2025", 1)`	30-Jun-2025

📅 Workday and Weekday Functions

Formula	Description	Example	Output
=WORKDAY(start_date, days)	Returns workday after N days (excludes weekends)	=WORKDAY("06-May-2025", 5)	13-May-2025
=NETWORKDAYS(start, end)	Counts working days between two dates	=NETWORKDAYS("01-May", "10-May")	7
=WORKDAY.INTL(start, days, weekend)	Custom weekends	=WORKDAY.INTL("06-May-2025", 5, "0000011")	Custom weekend (Saturday/Sunday)
=WEEKNUM(date)	Week number in year	=WEEKNUM("06-May-2025")	19

🔤 Date Formatting

Formula	Description	Example	Output
=TEXT(date, "dd-mm-yyyy")	Format date as text	=TEXT("06-May-2025", "dd-mm-yyyy")	06-05-2025
=TEXT(date, "mmmm yyyy")	Format to show month & year	=TEXT("06-May-2025", "mmmm yyyy")	May 2025
=TEXT(date, "ddd, dd mmm")	Custom day & month	=TEXT("06-May-2025", "ddd, dd mmm")	Tue, 06 May