

Part 4. Formulas and Functions

4.1 Arithmetic Formulas

4.2 Functions

Arithmetic Formulas

4.1.1 Recognize good practice in formula creation:
refer to cell references rather than type numbers
into formulas.

Arithmetic Formulas

4.1.2 Create formulas using cell references and arithmetic operators (addition, subtraction, multiplication, division).

Arithmetic Formulas

4.1.3 Identify and understand standard error values associated with using formulas:

#NAME?

#DIV/0!

#REF!

Arithmetic Formulas

4.1.4 Understand and use relative, absolute cell referencing in formulas.

4.2 Functions

4.2.1 Use sum, average, minimum, maximum, count, counta, round functions.

4.2 Functions

4.2.2 Use the logical function if (yielding one of two specific values) with comparison operator: =, <, >.