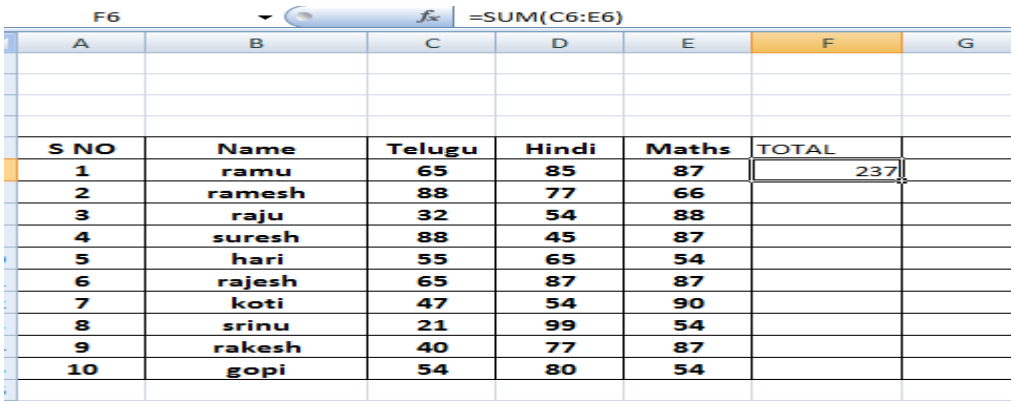
EXCEL FORMULAS

SUM:

Syntax

=SUM(number1,number2, ...)

Number1, number2, ... are 1 to 255 arguments for which you want the total value or sum



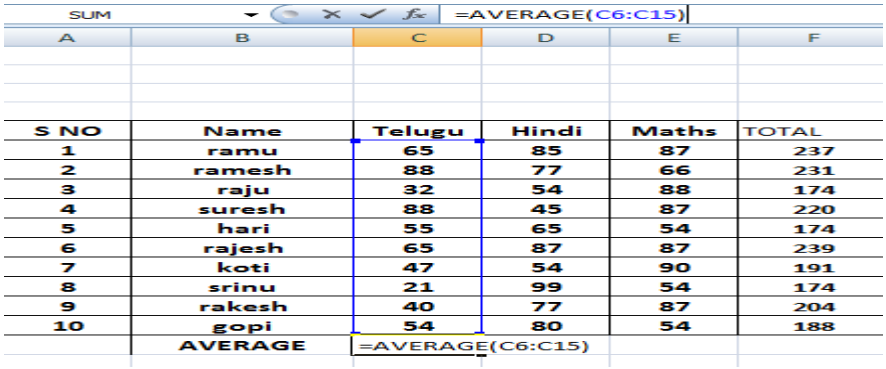
	A	B	C	D	E	F	G
	S NO	Name	Telugu	Hindi	Maths	TOTAL	
	1	ramu	65	85	87	237	
	2	ramesh	88	77	66		
	3	raju	32	54	88		
	4	suresh	88	45	87		
	5	hari	55	65	54		
	6	rajesh	65	87	87		
	7	koti	47	54	90		
	8	srinu	21	99	54		
	9	rakesh	40	77	87		
	10	gopi	54	80	54		

AVERAGE

Syntax

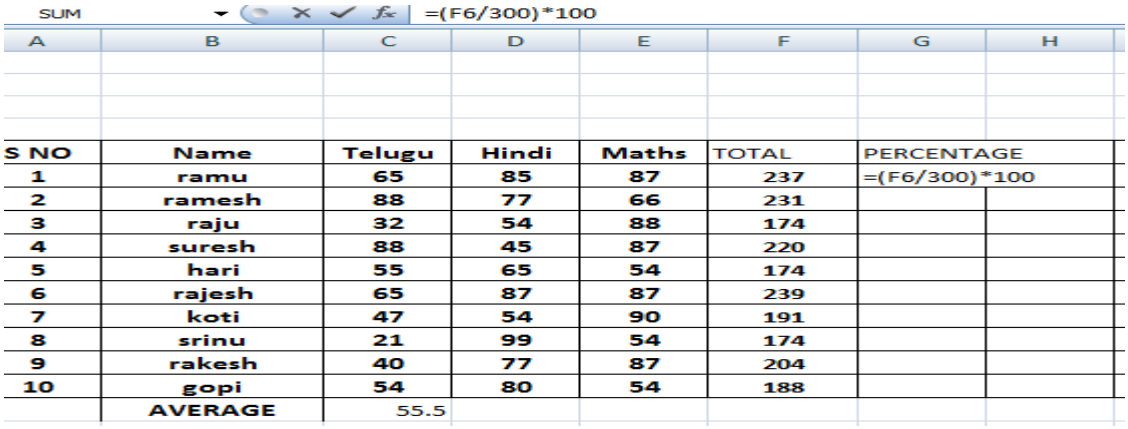
=AVERAGE(number1,number2,...)

Number1, number2, ... are 1 to 255 numeric arguments for which you want the average.



	A	B	C	D	E	F
	S NO	Name	Telugu	Hindi	Maths	TOTAL
	1	ramu	65	85	87	237
	2	ramesh	88	77	66	231
	3	raju	32	54	88	174
	4	suresh	88	45	87	220
	5	hari	55	65	54	174
	6	rajesh	65	87	87	239
	7	koti	47	54	90	191
	8	srinu	21	99	54	174
	9	rakesh	40	77	87	204
	10	gopi	54	80	54	188
		AVERAGE	=AVERAGE(C6:C15)			

PERCENTAGE



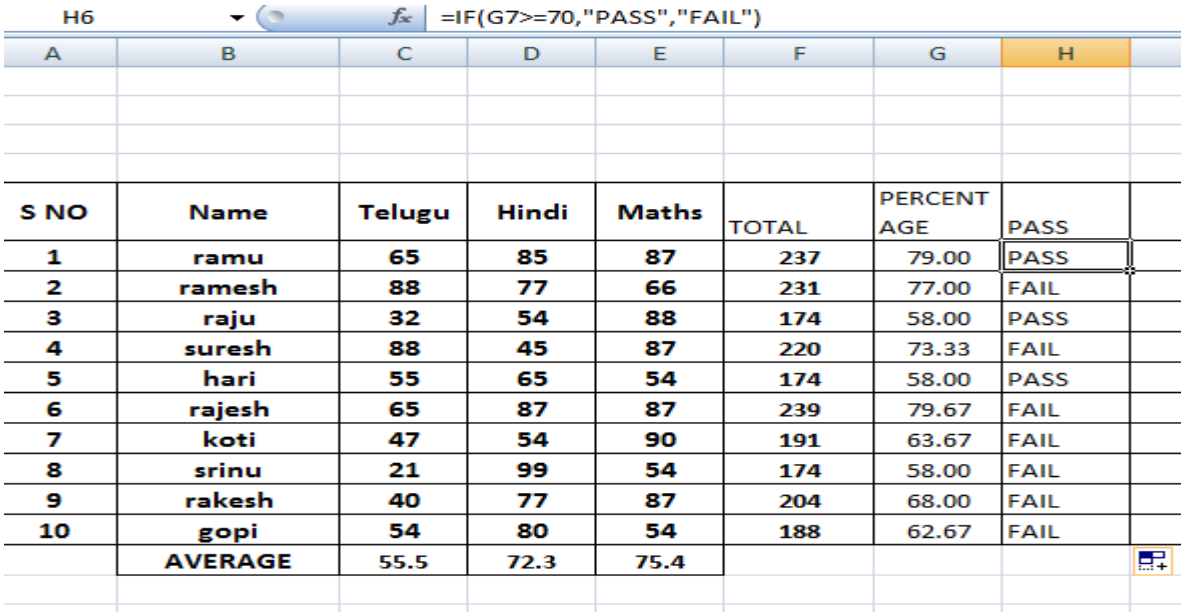
SUM =(F6/300)*100

	A	B	C	D	E	F	G	H
	S NO	Name	Telugu	Hindi	Maths	TOTAL	PERCENTAGE	
	1	ramu	65	85	87	237	=(F6/300)*100	
	2	ramesh	88	77	66	231		
	3	raju	32	54	88	174		
	4	suresh	88	45	87	220		
	5	hari	55	65	54	174		
	6	rajesh	65	87	87	239		
	7	koti	47	54	90	191		
	8	srinu	21	99	54	174		
	9	rakesh	40	77	87	204		
	10	gopi	54	80	54	188		
		AVERAGE	55.5					

IF AND NESTED IF

Syntax

IF(**logical_test**,**value_if_true**,value_if_false)



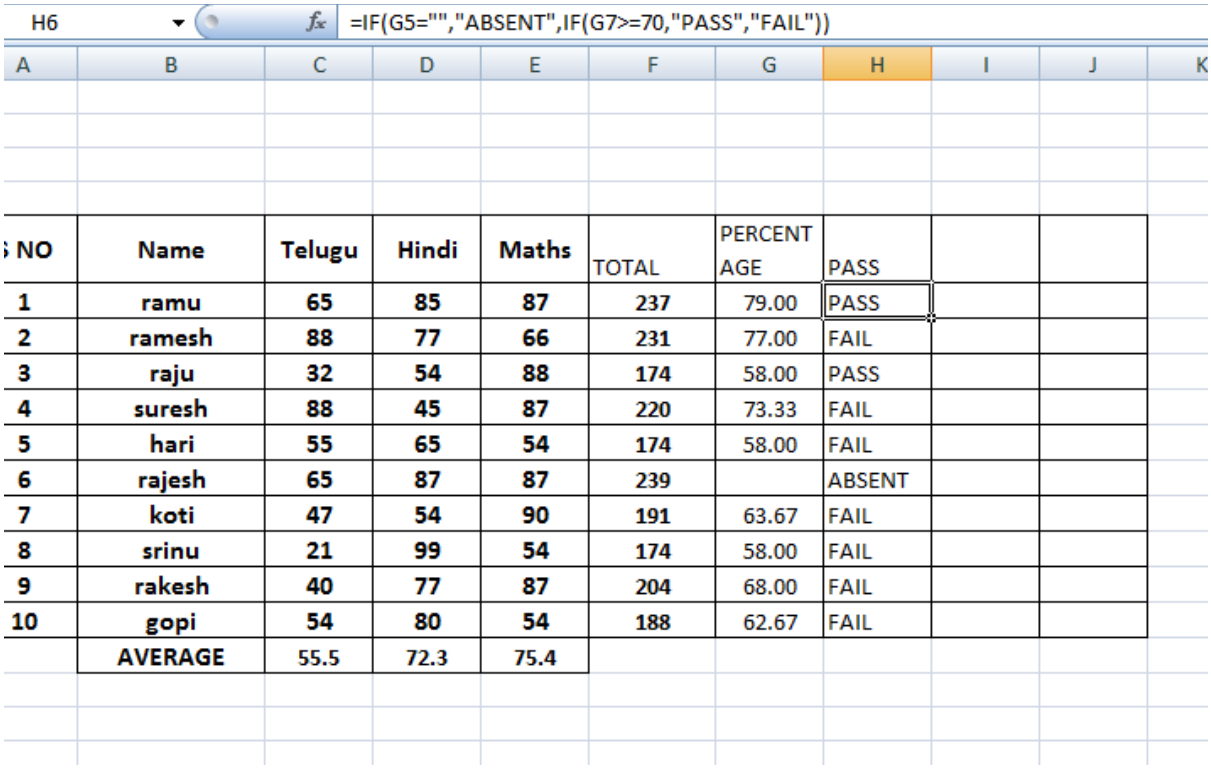
H6 =IF(G7>=70,"PASS","FAIL")

	A	B	C	D	E	F	G	H
	S NO	Name	Telugu	Hindi	Maths	TOTAL	PERCENTAGE	PASS
	1	ramu	65	85	87	237	79.00	PASS
	2	ramesh	88	77	66	231	77.00	FAIL
	3	raju	32	54	88	174	58.00	PASS
	4	suresh	88	45	87	220	73.33	FAIL
	5	hari	55	65	54	174	58.00	PASS
	6	rajesh	65	87	87	239	79.67	FAIL
	7	koti	47	54	90	191	63.67	FAIL
	8	srinu	21	99	54	174	58.00	FAIL
	9	rakesh	40	77	87	204	68.00	FAIL
	10	gopi	54	80	54	188	62.67	FAIL
		AVERAGE	55.5	72.3	75.4			

NESTED IF

Syntax

IF(**logical_test**,**value_if_true**,value_if_false)



H6 =IF(G5="","ABSENT",IF(G7>=70,"PASS","FAIL"))

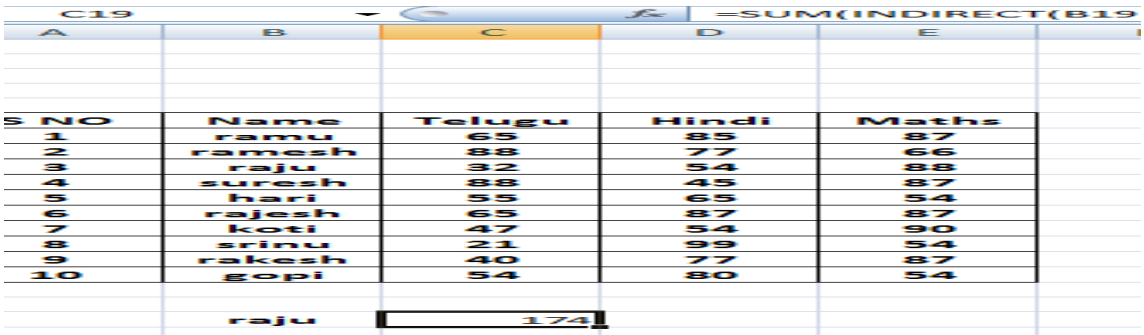
NO	Name	Telugu	Hindi	Maths	TOTAL	PERCENTAGE	PASS
1	ramu	65	85	87	237	79.00	PASS
2	ramesh	88	77	66	231	77.00	FAIL
3	raju	32	54	88	174	58.00	PASS
4	suresh	88	45	87	220	73.33	FAIL
5	hari	55	65	54	174	58.00	FAIL
6	rajesh	65	87	87	239		ABSENT
7	koti	47	54	90	191	63.67	FAIL
8	srinu	21	99	54	174	58.00	FAIL
9	rakesh	40	77	87	204	68.00	FAIL
10	gopi	54	80	54	188	62.67	FAIL
	AVERAGE	55.5	72.3	75.4			

INDIRCET

=INDIRECT(ref_text,a1)

Ref_text is a reference to a cell that contains an A1-style reference, an R1C1-style reference, a name defined as a reference, or a reference to a cell as a text string. If ref_text is not a valid cell reference, INDIRECT returns the #REF! error value.

- If ref_text refers to another workbook (an external reference), the other workbook must be open. If the source workbook is not open, INDIRECT returns the #REF! error value.
- If ref_text refers to a cell range outside the row limit of 1,048,576 or the column limit of 16,384 (XFD), INDIRECT returns a #REF! error.



C19 =SUM(INDIRECT(B19

NO	Name	Telugu	Hindi	Maths
1	ramu	65	85	87
2	ramesh	88	77	66
3	raju	32	54	88
4	suresh	88	45	87
5	hari	55	65	54
6	rajesh	65	87	87
7	koti	47	54	90
8	srinu	21	99	54
9	rakesh	40	77	87
10	gopi	54	80	54

raju 174

MATCH:

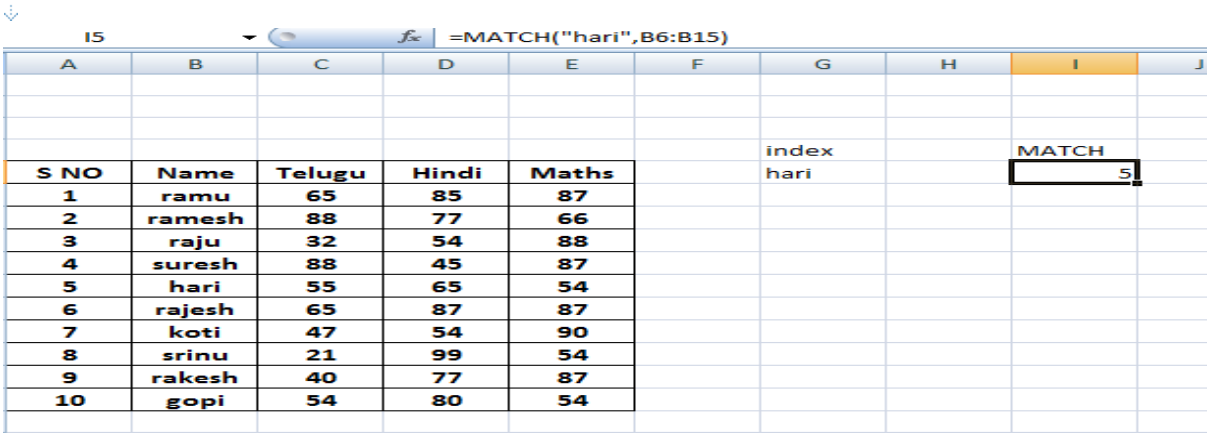
Syntax

MATCH(**lookup_value**,**lookup_array**,match_type)

Lookup_value is the value you use to find the value you want in a table.

- Lookup_value is the value you want to match in lookup_array. For example, when you look up someone's number in a telephone book, you are using the person's name as the lookup value, but the telephone number is the value you want.

- Lookup_value can be a value (number, text, or logical value) or a cell reference to a number, text, or logical value.



S NO	Name	Telugu	Hindi	Maths
1	ramu	65	85	87
2	ramesh	88	77	66
3	raju	32	54	88
4	suresh	88	45	87
5	hari	55	65	54
6	rajesh	65	87	87
7	koti	47	54	90
8	srinu	21	99	54
9	rakesh	40	77	87
10	gopi	54	80	54

INDEX:

=INDEX(**array**,row_num,column_num)

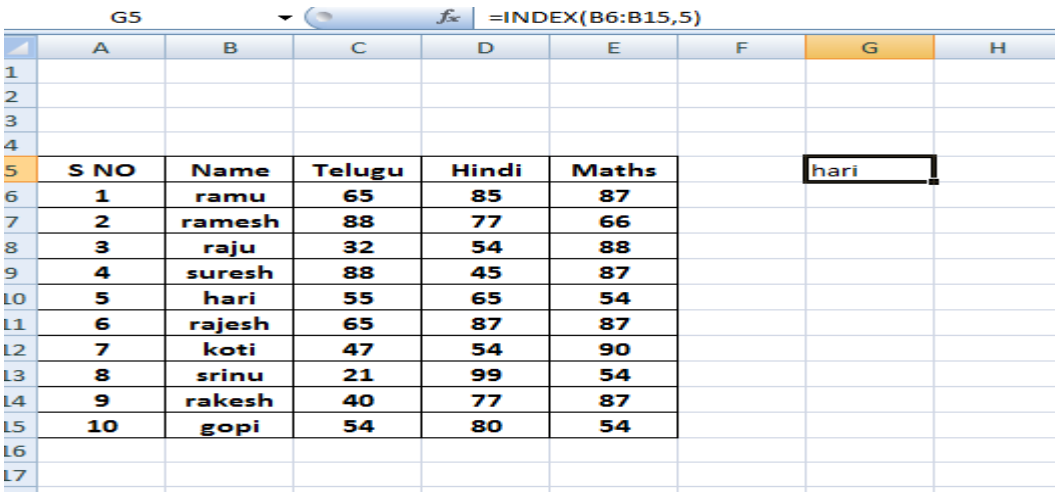
Array is a range of cells or an array constant.

- If array contains only one row or column, the corresponding row_num or column_num argument is optional.

- If array has more than one row and more than one column, and only row_num or column_num is used, INDEX returns an array of the entire row or column in array.

Row_num selects the row in array from which to return a value. If row_num is omitted, column_num is required.

Column_num selects the column in array from which to return a value. If column_num is omitted, row_num is required.



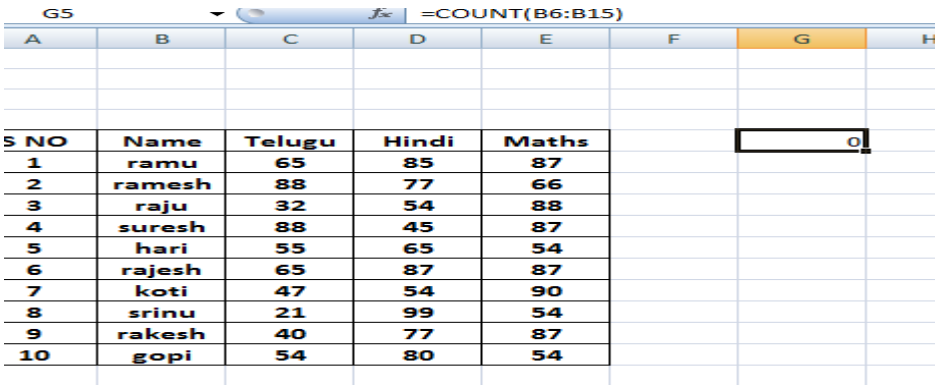
S NO	Name	Telugu	Hindi	Maths
1	ramu	65	85	87
2	ramesh	88	77	66
3	raju	32	54	88
4	suresh	88	45	87
5	hari	55	65	54
6	rajesh	65	87	87
7	koti	47	54	90
8	srinu	21	99	54
9	rakesh	40	77	87
10	gopi	54	80	54

COUNT:

Syntax

=COUNT(**value1**,value2,...)

Value1, value2, ... are 1 to 255 arguments that can contain or refer to a variety of different types of data, but only numbers are counted.



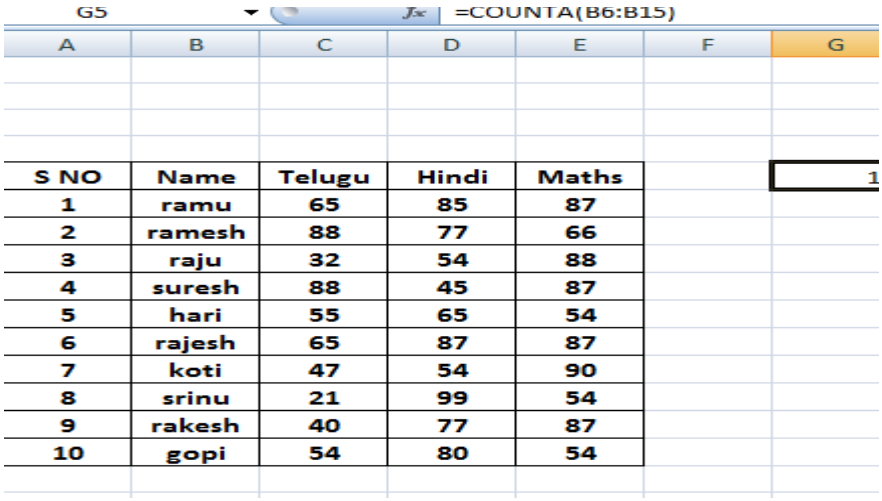
S NO	Name	Telugu	Hindi	Maths
1	ramu	65	85	87
2	ramesh	88	77	66
3	raju	32	54	88
4	suresh	88	45	87
5	hari	55	65	54
6	rajesh	65	87	87
7	koti	47	54	90
8	srinu	21	99	54
9	rakesh	40	77	87
10	gopi	54	80	54

COUNTA:

Syntax

=COUNTA(**value1**,value2,...)

Value1, value2, ... are 1 to 255 arguments representing the values you want to count.



TODAY,NOW,DATE AND TIME

Syntax

=TODAY( )

Syntax

=DATE(**year**,**month**,**day**)

Syntax

=NOW( )

Syntax

=TIME(**hour**,**minute**,**second**)

TODAY	DATE	NOW	TIME
7/11/2024	7/11/2024	7/11/2024 10:04	10:02 AM

PROPER,LOWER AND UPPER

Syntax

=PROPER(text)

Syntax

=UPPER(text)

Syntax

=LOWER(text)

	PROPER	UPPER	LOWER
Name	Ramu	RAMU	ramu
ramu			
ramesh			
raju			
suresh			
hari			

ROUND, ROUNDDOWN AND ROUNDUP

Syntax

ROUND(number,num_digits)

Number is the number you want to round.

Num_digits specifies the number of digits to which you want to round number.

Syntax

ROUNDDOWN(**number**,**num_digits**)

Number is any real number that you want rounded down.

Num_digits is the number of digits to which you want to round number.

Syntax

ROUNDUP(**number**,**num_digits**)

Number is any real number that you want rounded up.

Num_digits is the number of digits to which you want to round number.

		ROUND		ROUNDDOWN		ROUNDUP
34.32		34		34		=ROUNDU
87.51		88		87		88
65.78		66		65		66
55.49		55		55		56

CONCATENATE

Syntax

=CONCATENATE (**text1**,**text2**,...)

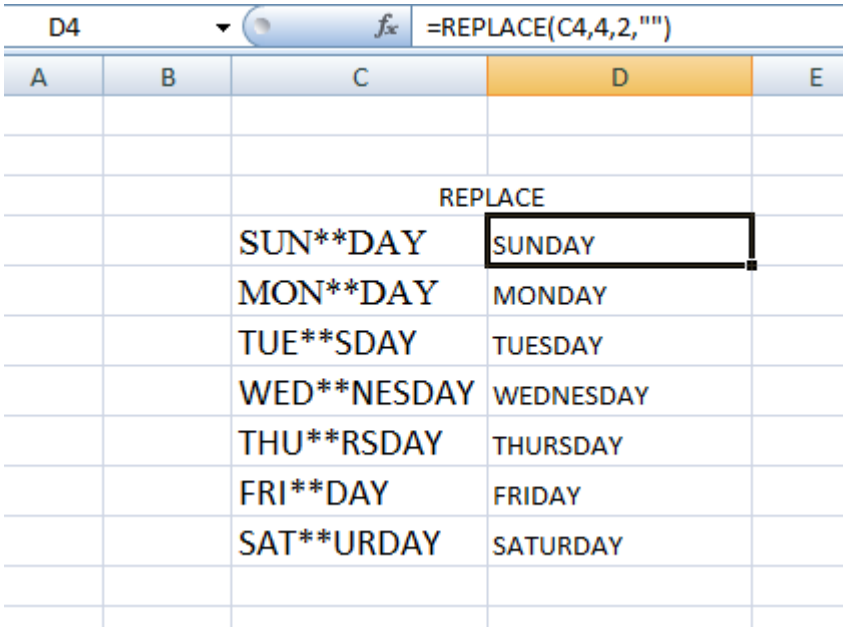
H6 =CONCATENATE(D6," ",E6)

	B	C	D	E	F	G	H	I
			CONCATENATE					
			FIRST NAME	LAST NAME	FULL NAME			
			RAKESH	KUMAR	RAKESHKUMAR		RAKESH KUMAR	
			SRINIVAS	RAO	SRINIVASRAO		SRINIVAS RAO	
			DURGA	PRASAD	DURGAPRASAD		DURGA PRASAD	
			LAKSHMI	PRIYA	LAKSHMIPRIYA		LAKSHMI PRIYA	

REPLACE

Syntax

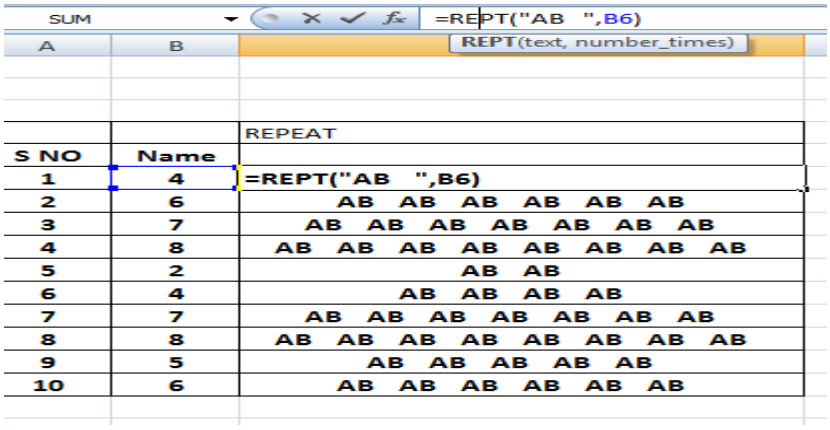
=REPLACE(old_text,start_num,num_chars,new_text)



REPEAT:

Syntax

=REPT(text,number_times)



VLOOKUP

Syntax

VLOOKUP(**lookup_value**,**table_array**,**col_index_num**,range_lookup)

Lookup_value The value to search in the first column of the table array. Lookup_value can be a value or a reference. If lookup_value is smaller than the smallest value in the first column of table_array, VLOOKUP returns the #N/A error value.

Table_array Two or more columns of data. Use a reference to a range or a range name. The values in the first column of table_array are the values searched by lookup_value. These values can be text, numbers, or logical values. Uppercase and lowercase text are equivalent.

Col_index_num The column number in table_array from which the matching value must be returned. A col_index_num of 1 returns the value in the first column in table_array; a col_index_num of 2 returns the value in the second column in table_array, and so on. If col_index_num is:

- Less than 1, VLOOKUP returns the #VALUE! error value.
- Greater than the number of columns in table_array, VLOOKUP returns the #REF! error value.

Range_lookup A logical value that specifies whether you want VLOOKUP to find an exact match or an approximate match:

- If TRUE or omitted, an exact or approximate match is returned. If an exact match is not found, the next largest value that is less than lookup_value is returned.

  The values in the first column of table_array must be placed in ascending sort order; otherwise, VLOOKUP may not give the correct value. For more information, see Sort data.

- If FALSE, VLOOKUP will only find an exact match. In this case, the values in the first column of table_array do not need to be sorted. If there are two or more values in the first column of table_array that match the lookup_value, the first value found is used. If an exact match is not found, the error value #N/A is returned.

I5 =VLOOKUP(H5,C:F,3,0)

EMP NO	EMP Name	DEPT	PLACE	SALARY
101	ramu	CSE	ONGOLE	80000
102	ramesh	IT	VIZAG	75000
103	raju	CIVIL	VIJAYAWAD	89000
104	suresh	MBA	HYDERABAD	65000
105	hari	EEE	SECUNDERABD	78000
106	rajesh	ECE	TIRUPATHI	90000
107	koti	IT	GUNTUR	85000
108	srinu	CSE	RANGA REDDY	69000
109	rakesh	MECH	MEDCHAL	55000
110	gopi	CSE	KUKATPALLY	54000

NAME	PLACE	SALARY	DEPT
GOPI	KUKATPALLY	54000	CSE