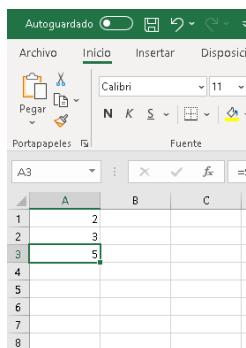


# Formulas and Functions

1

For example, cell A3 below contains a formula which adds the value of cell A2 to the value of cell A1.

For example, cell A3 below contains the SUM function which calculates the sum of the range A1:A2.



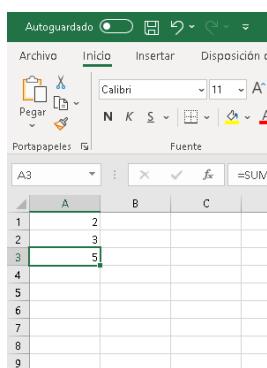
A screenshot of the Microsoft Excel application. The ribbon at the top shows 'Archivo', 'Inicio', 'Insertar', and 'Disposición'. The 'Fuente' tab is selected, showing font settings like 'Calibri' and '11'. The formula bar shows '=A1+A2'. The main area shows a 3x3 grid of cells. Cell A1 contains '2', cell A2 contains '3', and cell A3 contains '5'. The status bar at the bottom right says 'Autoguardado'.

	A	B	C
1	2		
2	3		
3	5		
4			
5			
6			
7			
8			

For example, cell A3 below contains the SUM function which calculates the sum of the range A1:A2.

To enter a formula, execute the following steps.

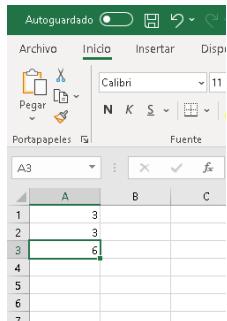
1. Select a cell.
2. To let Excel know that you want to enter a formula, type an equal sign (=).
3. For example, type the formula A1+A2.



A screenshot of the Microsoft Excel application. The ribbon at the top shows 'Archivo', 'Inicio', 'Insertar', and 'Disposición'. The 'Fuente' tab is selected, showing font settings like 'Calibri' and '11'. The formula bar shows '=SUM.'. The main area shows a 3x3 grid of cells. Cell A1 contains '2', cell A2 contains '3', and cell A3 contains '5'. The status bar at the bottom right says 'Autoguardado'.

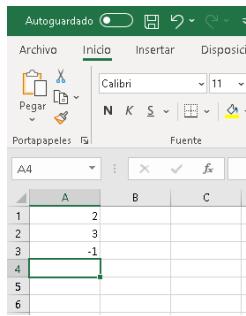
	A	B	C
1	2		
2	3		
3	5		
4			
5			
6			
7			
8			

4. Change the value of cell A1 to 3.



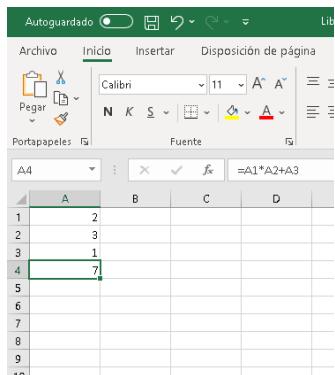
A	B	C
1	3	
2	3	
3	6	
4		
5		
6		
7		

## Edit a Formula



A	B	C
1	2	
2	3	
3	-1	
4	-1	
5		
6		

## Operator Precedence



A	B	C	D
1	2		
2	3		
3	1		
4	7		
5			
6			
7			
8			
9			
10			

## Copy/Paste a Formula

Autoguardado | Inicio | Insertar | Disposición de página | Fórmulas | Libro1

Fuente: Calibri 11pt, A<sup>+</sup> A<sup>-</sup>

Celdas: B4 | Fórmula: =B1\*B2+B3

A	B	C	D	E
1	2	5		
2	3	6		
3	1	4		
4	7	34		
5				
6				
7				
8				
9				
10				
11				

Autoguardado | Inicio | Insertar | Disposición de página | Fórmulas | Libro1 - Excel

Fuente: Calibri 11pt, A<sup>+</sup> A<sup>-</sup>

Celdas: B4 | Fórmula: =B1\*B2+B3

A	B	C	D	E
1	2	5		
2	3	6		
3	1	4		
4	7	34		
5				
6				
7				
8				
9				
10				
11				

## Insert Function

Autoguardado | Inicio | Insertar | Disposición de página | Fórmulas | Datos | Revisar | Vista | Ayuda | Libro1 - Excel

Fuente: Calibri 11pt, A<sup>+</sup> A<sup>-</sup>

Celdas: D1 | Fórmula: =CONTAR.SI(A1:C2,>5)

Formato: General

Número: \$ 0,00

Estilos: Celdas

Dialogo: Argumentos de función  
CONTAR.SI  
Rango: A1:C2  
Criterio: >5

Resultado de la fórmula =

Aceptar | Cancelar

A	B	C	D	E
1	3	8	6	6(A1:C2,>5)
2	10	5	4	
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				

Autoguardado | Inicio | Insertar | Disposición de página | Fórmulas | Datos | Revisar | Vista | Ayuda | Libro1 - Excel

Fuente: Calibri 11pt, A<sup>+</sup> A<sup>-</sup>

Celdas: D1 | Fórmula: =CONTAR.SI(A1:C2,>5)

Formato: General

Número: \$ 0,00

A	B	C	D	E	F	G	H
1	3	8	6	3			
2	10	5	4				
3							
4							
5							
6							
7							
8							
9							
10							
11							

2

## Most used functions

A screenshot of a Google Sheets spreadsheet titled "Hoja de cálculo sin título". The spreadsheet contains one column of data in row A, ranging from A1 to A9. The values are 1, 2, 3, 4, 5, 6, 7, and an empty cell at A9. The formula bar shows the address A9. The top menu bar includes "Archivo", "Editar", "Ver", "Insertar", "Formato", "Datos", "Herramientas", "Extensiones", and "Ayuda". The status bar at the bottom right shows the date as 22/02/2022 and the time as 11:33 p. m.

The screenshot shows a Google Sheets interface. The title bar includes tabs for 'computacion-tareas', 'Tarea996-CRUZCHALATEOSCAR', 'Most Used Functions in Excel - E', and 'Hoja de cálculo sin título - Hoja1'. The address bar shows the URL <https://docs.google.com/spreadsheets/d/1-ruBaTsUMOyLkyt5pM1W65lh2bVmjtKhsW0Gx3KdHjc/edit#gid=0>. The menu bar has options: Archivo, Editar, Ver, Insertar, Formato, Datos, Herramientas, Extensiones, Ayuda. A status bar at the bottom indicates 'Última modificación hace unos segundos'. The spreadsheet has a single row with data in cell B4, containing the value '28'. The rest of the cells in the row are empty.



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File Home Nueva pestaña Insert Page Layout Formulas Data Review View Developer Help

B8

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
1	CIRCLE3	10																			
2	TRIANGLE	1																			
3	CIRCLE4	7																			
4	CIRCLE2	8																			
5	TRIANGLE	9																			
6																					
7																					
8																					
9																					
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26																					
27																					

Sheet1

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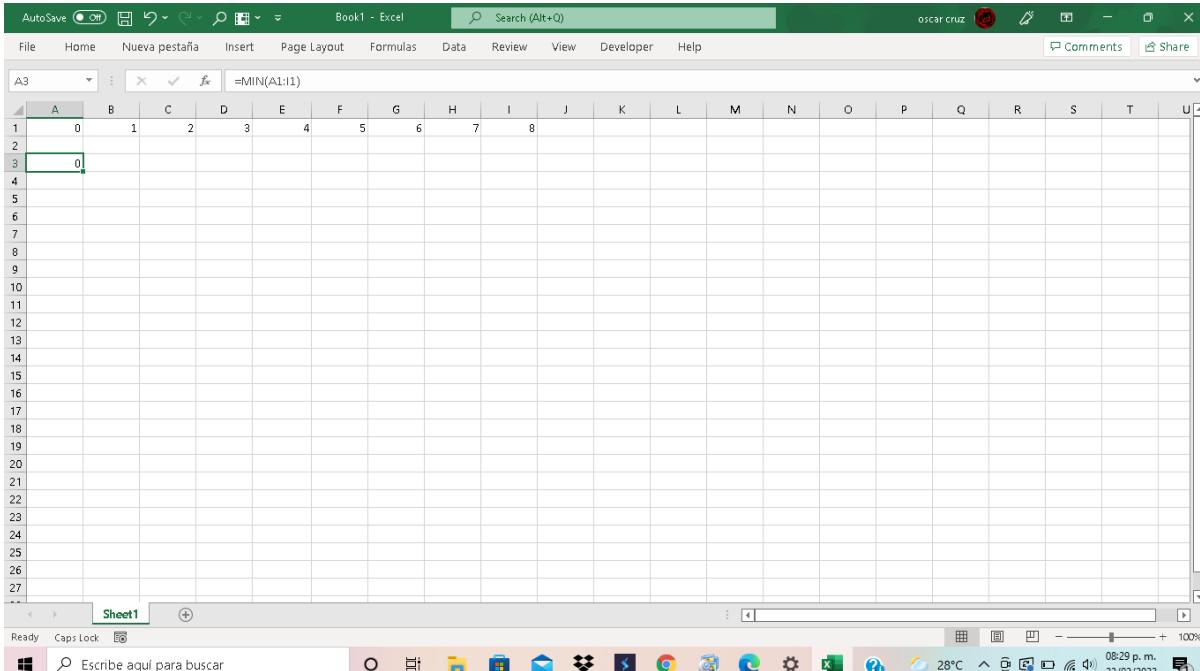
File Home Nueva pestaña Insert Page Layout Formulas Data Review View Developer Help

H4

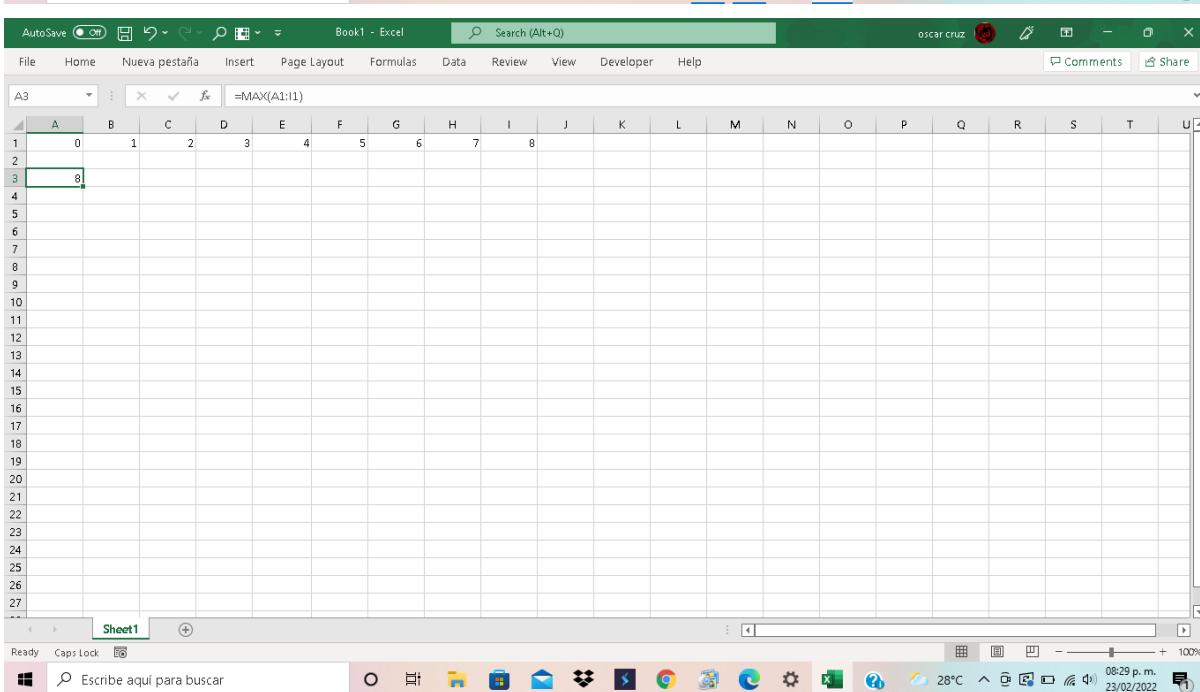
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
1																					
2	ID	FIRST NAME	LAST NAME	/SALARY				ID	66												
3		72	EMILIO	SALCHI	780900%			SALARY	99995												
4		66	CHARLIE	HAGOR	\$99,995																
5		14	JOHN	VOLDE	\$780,090																
6		30	JUAN	POTTER	\$7,800																
7		53	PUERCO	JI UZUMAKI	\$7,800																
8		56	DAVID	UCHIHA	\$780,090																
9		79	ALFAJOR	MADARA	\$780,090																
10																					
11																					
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14																					
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27																					

Sheet1

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The screenshot shows the Microsoft Excel interface with the formula `=MIN(A1:I1)` entered in cell A3. The range A1:I1 contains the values 0, 1, 2, 3, 4, 5, 6, 7, and 8. Cell A3 displays the result 0.



The screenshot shows the Microsoft Excel interface with the formula `=MAX(A1:I1)` entered in cell A3. The range A1:I1 contains the values 0, 1, 2, 3, 4, 5, 6, 7, and 8. Cell A3 displays the result 8.

3

A screenshot of Microsoft Excel showing a single cell containing the value "93". The cell is located at the top-left of the worksheet, with the address "A1" in the top-left corner of the grid. The formula bar above the grid shows the formula =100-5-2. The rest of the grid is empty.





Book1 - Excel

File Home Nueva pestaña Insert Page Layout Formulas Data Review View Developer Help

C5 A B C D E F G H I J K L M N O P Q R S T U

1	100	100																							
2	5	5																							
3	2	2																							
4	9	9																							
5	4	4	4																						
6	5	5																							
7																									
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Sheet1

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o 28°C 08:38 p.m. 23/02/2022

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File Home Nueva pestaña Insert Page Layout Formulas Data Review View Developer Help

A1 A B C D E F G H I J K L M N O P Q R S T U

1	95																								
2	0																								
3	-3																								
4	4																								
5	-1																								
6	0																								
7																									
8																									
9																									
10																									
11																									
12																									
13																									
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27																									

Sheet1

Select destination and press ENTER or choose Paste

o 28°C 08:40 p.m. 23/02/2022

Average: 15.83333333 Count: 6 Numerical Count: 6 Min: -3

AutoSave Search (Alt+Q) Book1 - Excel oscar cruz

File Home Nueva pestaña Insert Page Layout Formulas Data Review View Developer Help

A1 A B C D E F G H I J K L M N O P Q R S T U

4

A screenshot of Microsoft Excel showing a single cell containing the value 24. The cell reference is A1. The formula bar at the top shows the formula =2\*3\*4. The rest of the worksheet is blank.

A screenshot of Microsoft Excel showing a single cell containing the formula `=A1*A2*A3`. The cell A4 contains the value 24840. The formula bar also displays the formula `=A1*A2*A3`. The rest of the sheet is blank.

The screenshot displays two instances of Microsoft Excel running side-by-side. Both windows have the title 'Book1 - Excel' at the top.

**Top Window (Left):**

- Shows a single row of data from row 1 to 10.
- Cell A1 contains 99.
- Cell A2 contains 23.
- Cell A3 contains 45.
- Cell A4 contains 78.
- Cell A5 contains 76.
- Cell A6 contains 44.
- Cell A7 contains 55.
- Cell A8 contains the value  $1.46994\text{E}+12$ .
- Cell A9 is empty.
- Cell A10 is selected and highlighted in green.

**Bottom Window (Right):**

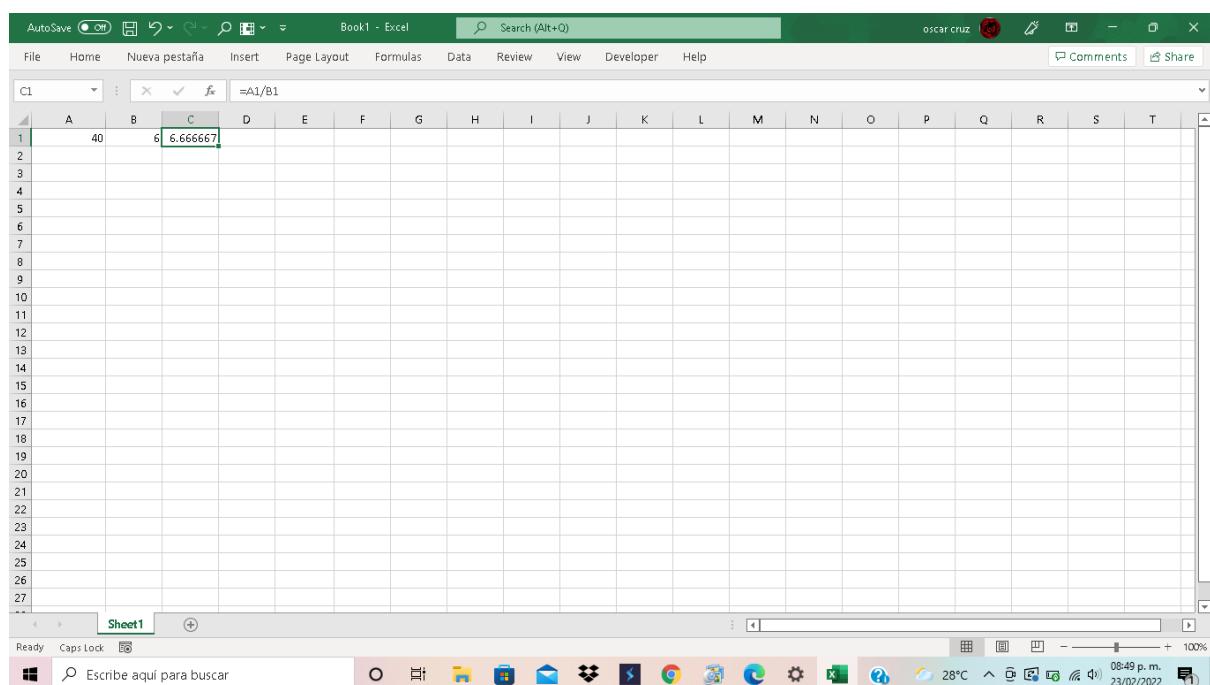
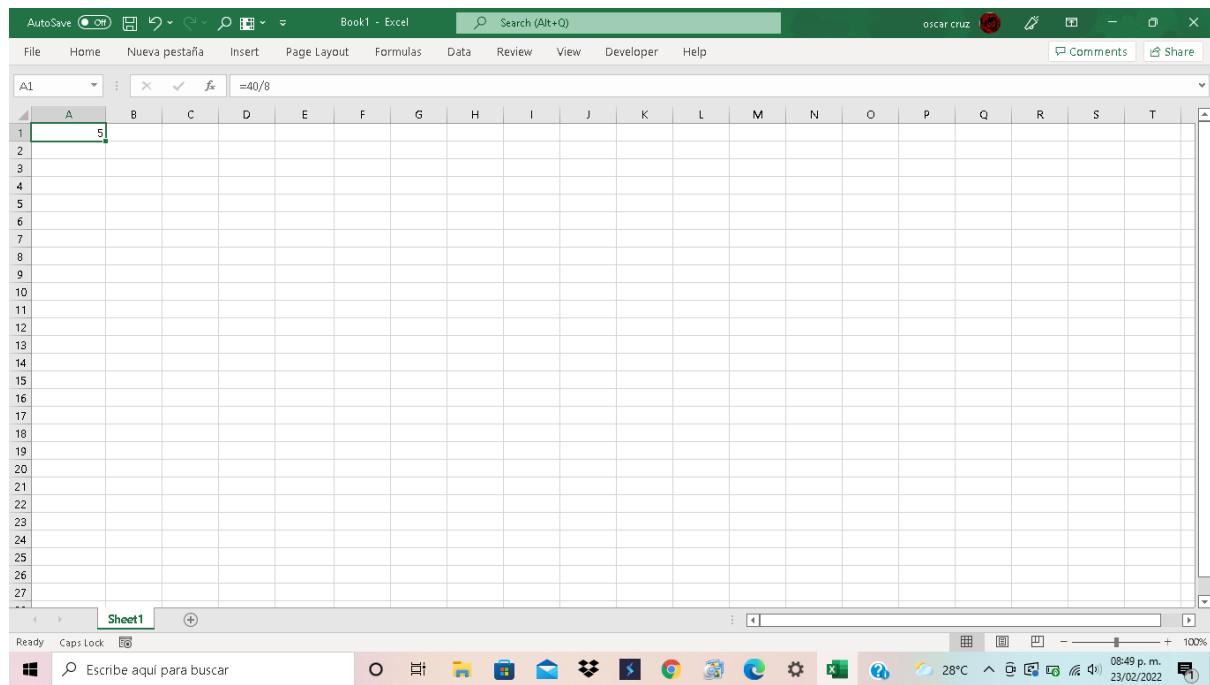
- Shows the same data as the top window, but with a formula applied.
- Cell A1 contains 99.
- Cell B1 contains 23.
- Cell C1 contains the formula  $=A1*B1$ .
- Cell C2 contains the result 4455.
- Cells A2 through A5 also contain their respective values (23, 45, 78, 76).
- Cells A6 through A10 are empty.

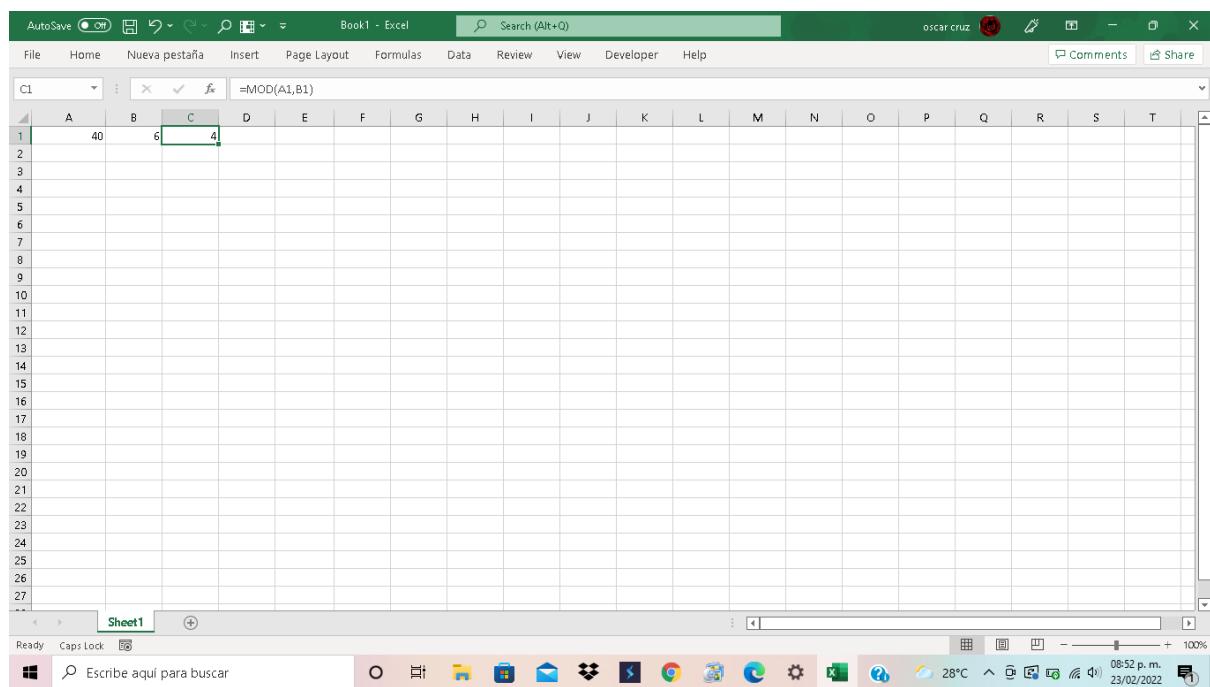
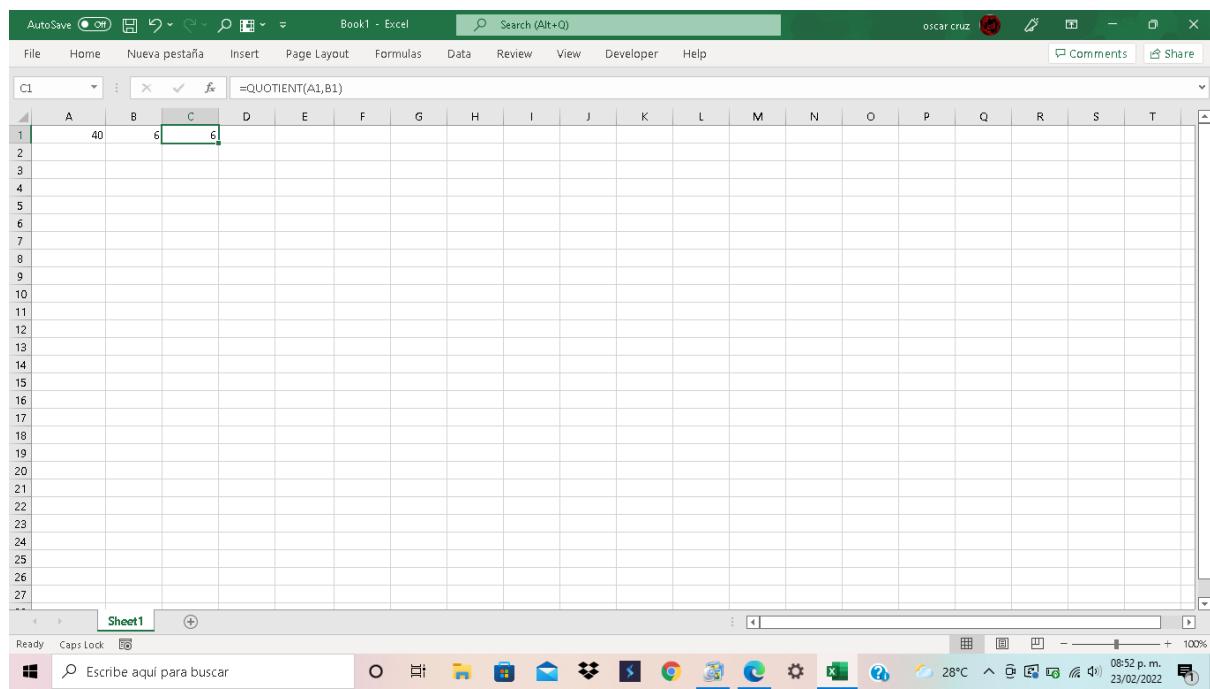
Both windows include standard Excel toolbars, ribbon menus (File, Home, Insert, Page Layout, Formulas, Data, Review, View, Developer, Help), and system taskbars at the bottom.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1		99	10																	
2			23																	
3				45																
4					78															
5						76														
6																				
7																				
8																				
9																				
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25																				
26																				
27																				

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	9900		100																	
2		2300																		
3			4500																	
4				7800																
5					7600															
6																				
7																				
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5





6

This screenshot shows a Microsoft Excel spreadsheet titled "Book1 - Excel". The formula bar at the top displays the formula  $=A1/B1$ . The spreadsheet contains the following data:

	A	B	C
1	40	6	6.6666667
2	4	5	
3	6	6	
4	8	6	
5	7	7	
6	67	8	
7			
8			
9			
10			
11			
12			
13			
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The status bar at the bottom shows the date and time as 08:53 p.m. on 23/02/2022.

6

This screenshot shows a Microsoft Excel spreadsheet titled "Book1 - Excel". The formula bar at the top displays the formula  $=A1^2$ . The spreadsheet contains the following data:

	A	B	C
1	4	16	
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
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26			
27			

The status bar at the bottom shows the date and time as 09:28 p.m. on 23/02/2022.

The image shows two identical instances of Microsoft Excel running side-by-side on a Windows 10 desktop. Both windows are titled "Book1 - Excel".

The spreadsheet content is as follows:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	4	2																		
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
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18																				
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21																				
22																				
23																				
24																				
25																				
26																				
27																				

The status bar at the bottom of each window shows the following information:

- Ready Caps Lock
- Escribe aquí para buscar
- 
- 28°C
- 09:29 p. m.
- 23/02/2022
- 100%

The image displays two identical screenshots of Microsoft Excel, showing a spreadsheet with a single formula in cell B1:  $=\text{SQRT}(\text{A1})$ . The formula is also present in the formula bar and the status bar.

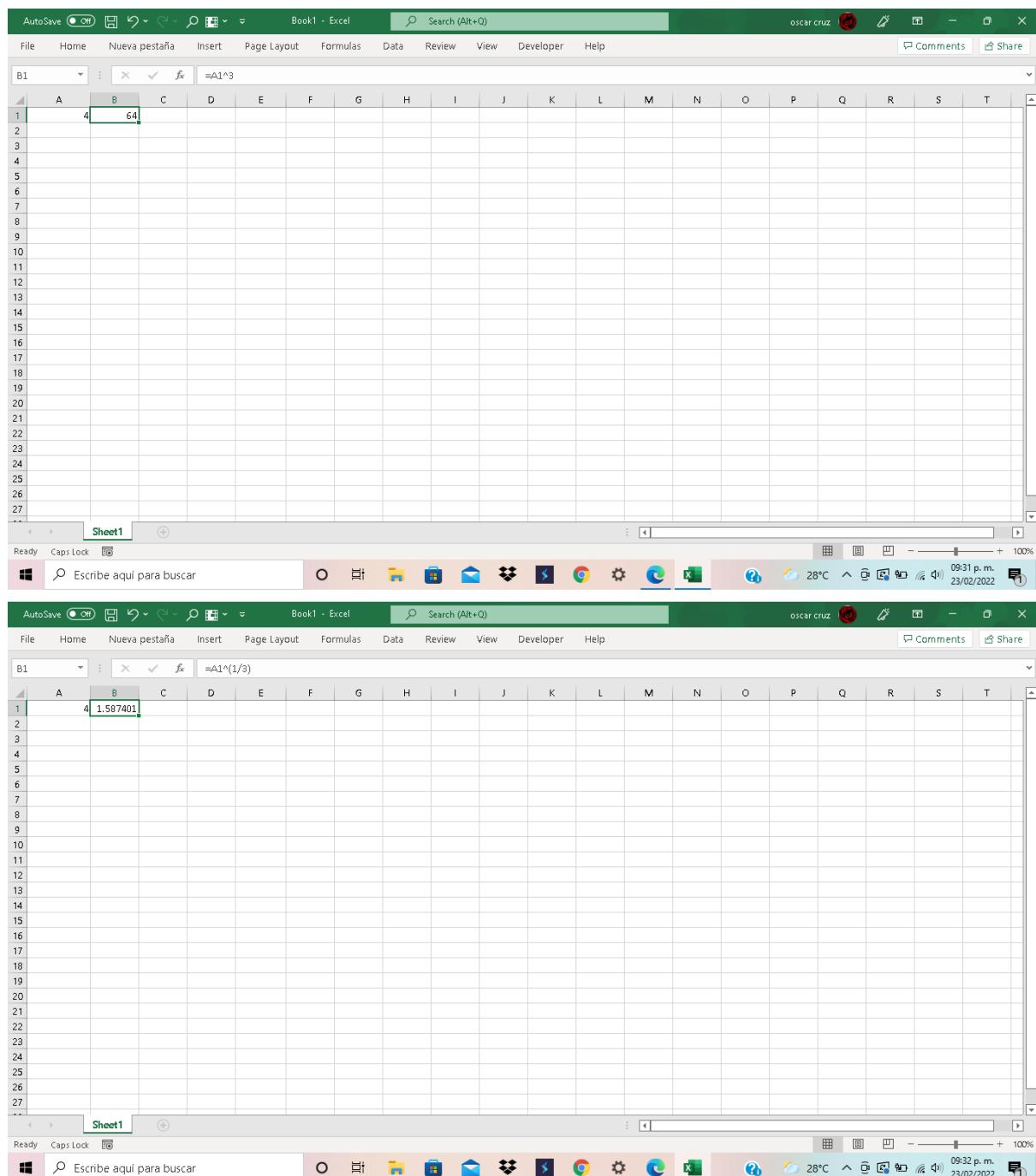
**Top Window (Left):**

- Formula Bar:  $=\text{SQRT}(\text{A1})$
- Status Bar: 09:30 p. m. 23/02/2022

**Bottom Window (Right):**

- Formula Bar:  $=\text{SQRT}(\text{ABS}(\text{A1}))$
- Status Bar: 09:31 p. m. 23/02/2022

Both windows show the same Excel interface, including the ribbon, toolbars, and system tray.

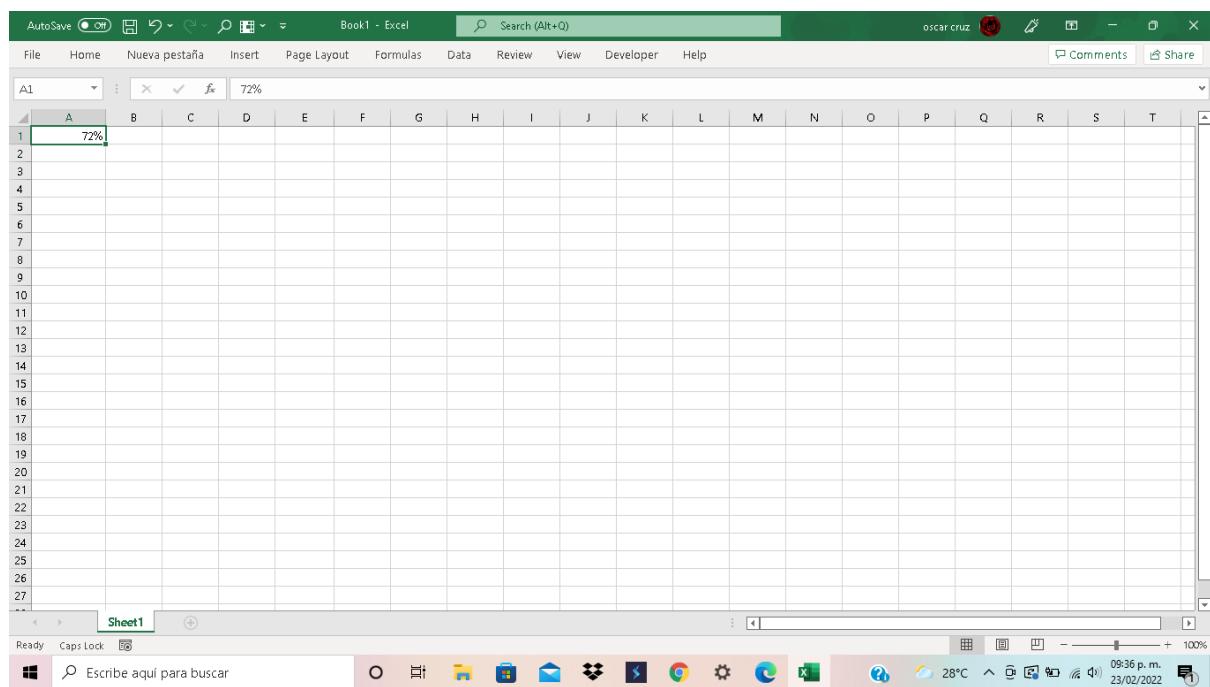
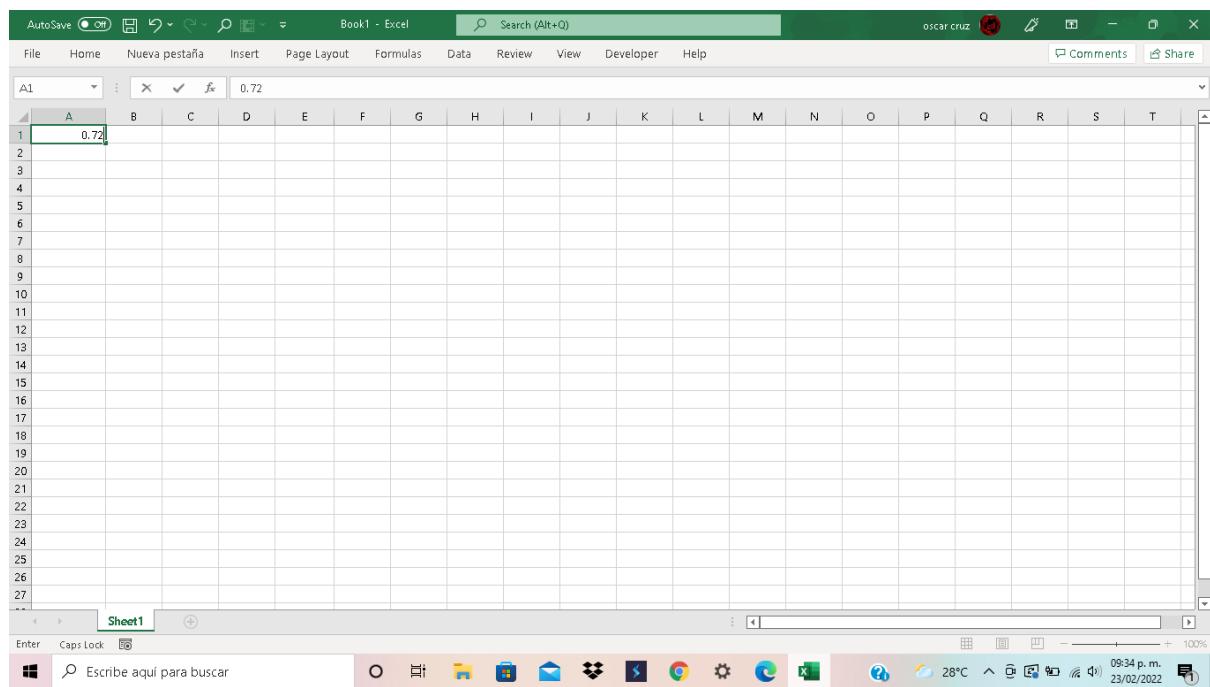


Sheet1	
Ready	Caps Lock
	Escribe aqui para buscar
	Book1 - Excel
File	Home
Nueva pestaña	Insert
Page Layout	Formulas
Data	Review
View	Developer
Help	
B1	=A1^6
1	4 4096
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
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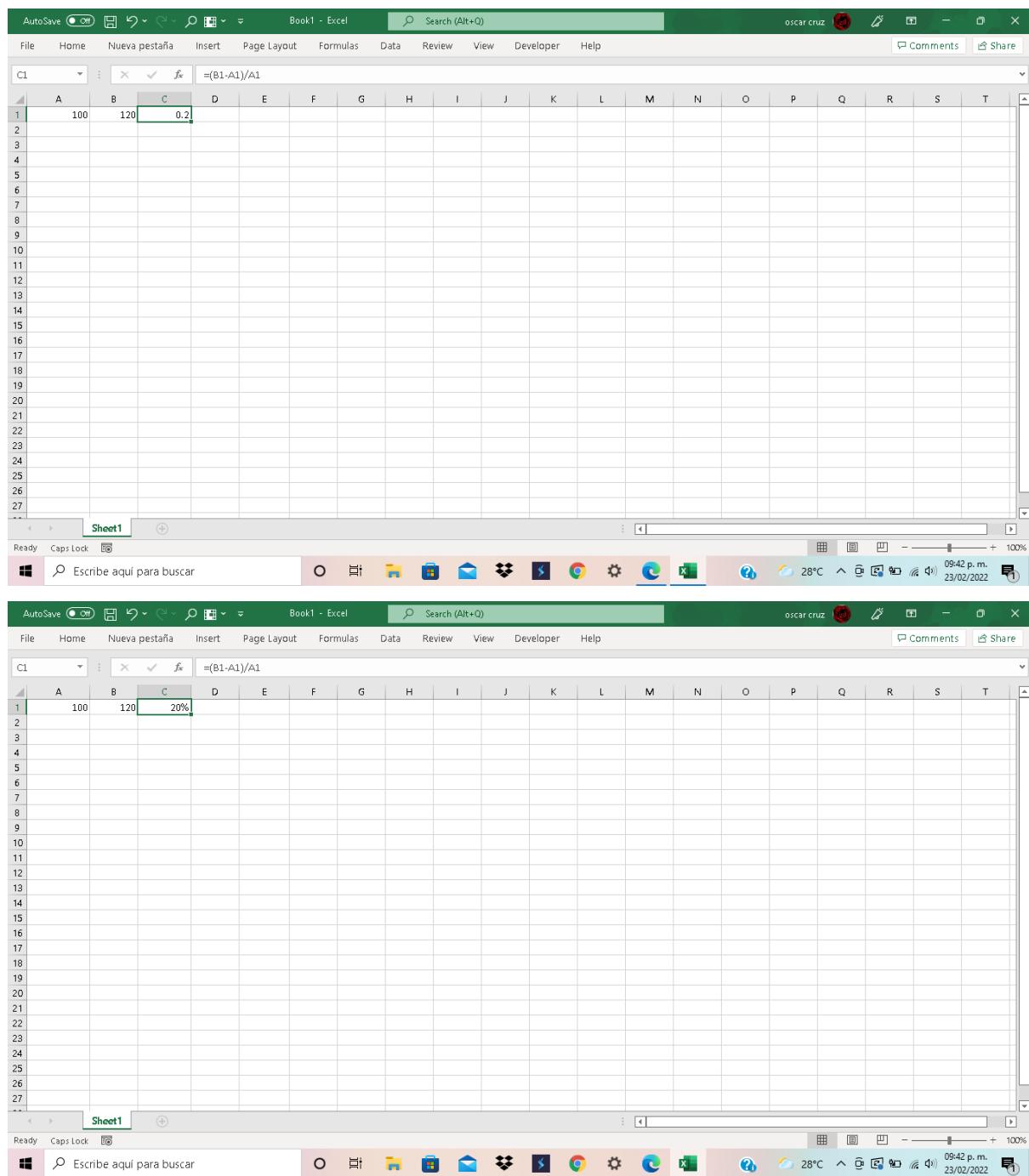
Sheet1	
Ready	Caps Lock
	Escribe aqui para buscar
	Book1 - Excel
File	Home
Nueva pestaña	Insert
Page Layout	Formulas
Data	Review
View	Developer
Help	
B1	=A1^(1/6)
1	4 1.299921
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
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7



A screenshot of Microsoft Excel showing a single cell, C1, containing the formula =A1/B1. The cell displays the result 33.3%. The formula bar also shows =A1/B1. The rest of the spreadsheet is blank.





Book1 - Excel

File Home Nueva pestaña Insert Page Layout Formulas Data Review View Developer Help

C1    =(B1-A1)/A1

1	100	120	0.2
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
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Sheet1

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o 28°C 09:42 p. m. 23/02/2022

Book1 - Excel

File Home Nueva pestaña Insert Page Layout Formulas Data Review View Developer Help

C1    =(B1-A1)/A1

1	100	120	20%
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
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25			
26			
27			

Sheet1

Ready Caps Lock

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o 28°C 09:42 p. m. 23/02/2022

8

A screenshot of Microsoft Excel showing a single row of data in the range A1:A5. The data consists of the numbers 5, 4, 15, and 19 respectively. The first cell, A1, is highlighted with a green border. The formula bar at the top shows the address A1 and the value 5. The ribbon menu includes File, Home, Insert, Page Layout, Formulas, Data, Review, View, Developer, and Help. The status bar at the bottom displays the average as 10.75, count as 4, numerical count as 4, and minimum as 4.

A screenshot of Microsoft Excel showing a table titled "Prices". The table has a single row of data with four columns. The first column contains the numbers 5, 4, 15, and 19. The second column contains a small icon of a person. The third and fourth columns are empty. The table is located on a sheet named "Sheet1".

1	5		
2	4		
3	15		
4	19		
5			
6			
7			
8			
9			
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27			

AutoSave  Book1 - Excel Search (Alt+Q) oscar cruz

File Home Nueva pestaña Insert Page Layout Formulas Data Review View Developer Help

A5 : =SUM(Prices)

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1		5																		
2		4																		
3		15																		
4		19																		
5		43																		
6																				
7																				
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Sheet1

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9

AutoSave  Book1 - Excel Search (Alt+Q) oscar cruz

File Home Nueva pestaña Insert Page Layout Formulas Data Review View Developer Help

C1 : =SUM(Prices)

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1		5	43																	
2		4																		
3		15																		
4		19																		

Sheet1

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10

This screenshot shows a Microsoft Excel spreadsheet titled "Book1 - Excel". The data is organized into six rows:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1		5	48																	
2		4																		
3		15																		
4		19																		
5		5																		
6																				

The status bar at the bottom indicates "Ready", "Caps Lock", and the date/time "23/02/2022 10:41 p.m.". The taskbar shows various pinned applications.

10

This screenshot shows a Microsoft Excel spreadsheet titled "Book1 - Excel". The data is organized into five rows, with a formula entered in the sixth row:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1																				
2			1					2												
3			3					2												
4			6					4												
5									10											
6																				

The formula `=SUM(B2:B4)` is displayed in the formula bar above row 6. The status bar at the bottom indicates "Ready", "Caps Lock", and the date/time "23/02/2022 10:43 p.m.". The taskbar shows various pinned applications.

A screenshot of Microsoft Excel showing a table with data in rows 2 through 5. The formula bar at the top displays the formula `=SUM(F2:F4)`. The table has columns labeled A through T and rows labeled 1 through 6. The data is as follows:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1																				
2						1														
3								2												
4								2												
5								4												
6								8												

A screenshot of Microsoft Excel showing a table with data in rows 2 through 5. The formula bar at the top displays the value `10`. The table has columns labeled A through T and rows labeled 1 through 6. The data is as follows:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1																				
2						1														
3								2												
4								2												
5								4												
6								10												

11

A screenshot of Microsoft Excel showing a spreadsheet with one row of data. The data consists of three columns: A, B, and C. Column A contains the value '\$80'. Column B contains the value '\$60'. Column C contains the formula '=1-(B2/A2)', which results in the value 0.25. The formula bar at the top shows the full formula. The ribbon menu is visible at the top, and the status bar at the bottom shows the date and time as 23/02/2022 10:47 p.m.

	A	B	C
1			
2	\$80	\$60	0.25
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
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