

Experiment 5

Cleaning Data with Text Functions.

use of UPPER and LOWER, TRIM function,
Concatenate.

1. UPPER function: Converts text to uppercase.

Eg. =UPPER ("Hello")

Returns "HELLO".

2. LOWER function: Converts text to lowercase

Eg. =LOWER ("HELLO")

Returns "Hello"

3. TRIM function: Removes extra spaces from text.

Eg. =TRIM ("Hello world ")

Returns "Hello world".

4. Concatenate function: Combines text strings.

Eg. =CONCATENATE ("Hello", " ", "world")

Returns "Hello world".

5. PROPER Function: A text function that converts text to proper case, capitalizing the first letter of each word and making all others lowercase.

Formula: =PROPER (text)

e.g. =PROPER ("Hello world") returns "Hello World".

Note Commonly used for formatting names, titles, and other text data.