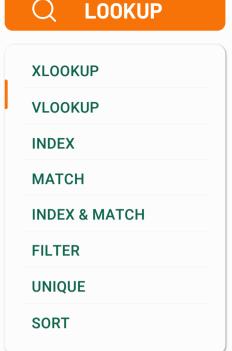
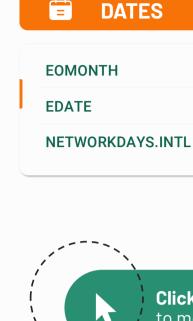
## **TOP EXCEL FUNCTIONS FOR DATA ANALYSTS**

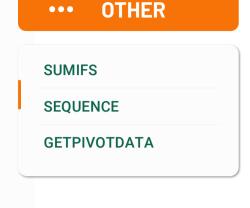
CHEAT SHEET













## **FUNCTION** new in SYNTAX [OPTIONAL] **DESCRIPTION** IF. =IF(C2>B2, C2\*10%, 0) **Example:** =IF( Test for a condition to is any value or expression that can be evaluated to TRUE or FALSE logical\_test, be met and returns one value if TRUE and [value\_if\_true], is the value returned if logical\_test is TRUE another if FALSE. is the value returned if logical\_test is FALSE [value\_if\_false] =IF(C2>B2, C2\*10%, IF(B2>C2, B2\*10%, 0)) **Nested IF Example: Tests multiple**

conditions to be met and returns the corresponding value if TRUE or value if FALSE. **Excel 2019 onward** users should use IFS.

XI

LAdilipic.	-ii (32×32, 32 10%, ii (32×32, 32 10%, 3))
=IF(	
logical_test,	is any value or expression that can be evaluated to TRUE or FALSE
value_if_true,	is the value returned if logical_test is TRUE
IF(	if previous logical test is FALSE, moves on to next IF
logical_test2,	is any value or expression that can be evaluated to TRUE or FALSE
value_if_true2,	is the value returned if logical_test is TRUE
IF(	if previous logical test is FALSE, moves on to next IF and so on
)))	

IFS (	2019	Example:	=IFS(C2>B2, C2*10%, B2>C2, B2*10%)
Checks whether	er one or	=IFS(	
more conditions are met and returns a value corresponding to the first TRUE.	logical_test1,	is any value or expression that can be evaluated to TRUE or FALSE	
	value_if_true1,	is the value returned if logical_test is TRUE	
	logical_test2,	is any value or expression that can be evaluated to TRUE or FALSE	
	value_if_true2	is the value returned if logical_test is TRUE	
13	7	)	

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FUNCTION	SYNTAX [OPTIONAL]	DESCRIPTION
IF AND	Example:	=IF( AND(C2>B2, D2="N0"), C2*10%, 0)
Oh a also sub ath an All	=IF(	
Checks whether ALL conditions are met and returns a value corresponding to the first TRUE.	AND(	multiple logical tests that all return TRUE
	logical_test1,	is any value or expression that can be evaluated to TRUE or FALSE
	logical_test2,	is any value or expression that can be evaluated to TRUE or FALSE
	)	returns TRUE if all logical tests return TRUE, otherwise returns FALSE
	[value_if_true],	is the value returned if logical_test is TRUE
	[value_if_false]	is the value returned if logical_test is TRUE
	)	
IF OR	Example:	=IF( OR(C2>B2, D2="N0"), C2*10%, 0)
	=IF(	
Checks whether one or more conditions are met	OR(	multiple logical tests where one or more can return true
and returns one value if	logical_test1,	is any value or expression that can be evaluated to TRUE or FALSE
TRUE and another if FALSE.	logical_test2,	is any value or expression that can be evaluated to TRUE or FALSE
	)	returns TRUE if one or more logical tests return TRUE, otherwise returns FALSE
	[value_if_true],	is the value returned if logical_test is TRUE
	[value_if_false]	is the value returned if logical_test is TRUE
	)	
IFERROR	Example:	=IFERROR( SUMIFS(C2:C100, A2:A100, "South", B2:B100, "Finance"), 0)
Returns the value you	=IFERROR(	
specify if the expression	value,	is any value or expression (formula) or reference
returns an error, otherwise returns the	value_if_error	is the value you want returned in the event of an error
expression.	)	
IFNA	Example:	=IFNA( VLOOKUP("Pencils", A2:B10, 2, FALSE), "")
Returns the value you	=IFNA(	
specify if the expression	value,	is any value or expression (formula) or reference
returns #N/A, otherwise returns the expression.	value_if_na	is the value you want returned in the event of a #N/A error
	)	
XLOOKUP 2021	Example:	=XLOOKUP("Pencils", A2:A10, B2,B10, "Not found", 0, 1)
Cooreboo o rongo or on	=XLOOKUP(	
Searches a range or an array for a match and	lookup_value,	is the value to search for
returns the corresponding item	lookup_array,	is the array or range to search
from a second range or	return_array,	is the array or range to return
array. By default, exact match is used.	[if_not_found],	returned if no match is found
matem is used.	[match_mode],	0 - exact match (default) -1 - exact match or next smaller item 1 - exact match or next larger item 2 - wildcard character match
	[search_mode] )	1 - search first to last (default) -1- search last to first 2 - binary search (sorted ascending order) -2 - binary search (sorted descending order)



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-2 - binary search (sorted descending order)





UNCTION	SYNTAX [OPTIONAL]	DESCRIPTION
LOOKUP	Example:	=VLOOKUP("Pencils", A2:B10, 2, FALSE)
Looks for a value in the leftmost column of a table and then returns a value in the same row from a column that you specify. By default, the table must be sorted in	=VLOOKUP(	
	lookup_value,	is the value to search for in the first column of the table
	table_array,	is a table in which the data is retrieved
	col_index_num,	is the column number in the table_array that the matching value should be returned
	[range_lookup]	FALSE or 0 returns an exact match, TRUE or 1 returns an approximate match
scending order.	)	
IDEX	Example:	=INDEX(A2:B10, 3, 2)
	=INDEX(	
eturns a value or ference of the cell at	array,	is a range of cells of an array constant
e intersection of the	row_num,	selects the row in Array from which to return a value
ecified row and olumn.	[column_num]	selects the column in Array from which to return a value
	)	<b>Tip</b> : 0 in the row or column arguments returns the whole row/column.
ATCH	Example:	=MATCH("Pencils", A2:A10, 0)
	=MATCH(	Tip: Excel 2021 users should use the new XMATCH function.
eturns the relative osition of an item in an	lookup_value,	is the value you want to find in the lookup_array
ray that matches a	lookup_array,	is a contiguous range of cells or array containing possible lookup values
pecified value in a pecific order.	[match_type]	1 - next smaller
	)	0 - exact match -1 - next larger
IDEX & MATCH	Example:	=INDEX(A2:D10, MATCH("Pencils", A2:A10, 0), MATCH("South", A1:D1, 0))
IDEX & MATCH	=INDEX(	-INDEX(AZ.DTO, MATCH ( Pelicils , AZ.ATO, O), MATCH ( South , AT.DT, O))
eturns a value or	array,	is a range of cells of an array constant
ference of the cell at e intersection of the	MATCH(	row number to return is found using MATCH (optional)
pecified row and	lookup_value,	is the value you want to find in the lookup_array
column, where MATCH is used to find the		is the value you want to find in the lookup allay
used to find the	•	
	lookup_array,	is a contiguous range of cells or array containing possible lookup values  1 - next smaller
used to find the	•	is a contiguous range of cells or array containing possible lookup values  1 - next smaller  0 - exact match
used to find the	lookup_array, [match_type]),	is a contiguous range of cells or array containing possible lookup values  1 - next smaller  0 - exact match -1 - next larger
used to find the	lookup_array, [match_type]), MATCH(	is a contiguous range of cells or array containing possible lookup values  1 - next smaller  0 - exact match -1 - next larger  column number to return is found using MATCH (optional)
used to find the	lookup_array, [match_type]),  MATCH( lookup_value,	is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  column number to return is found using MATCH (optional)  is the value you want to find in the lookup_array
used to find the	lookup_array, [match_type]), MATCH(	is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  column number to return is found using MATCH (optional)  is the value you want to find in the lookup_array  is a contiguous range of cells or array containing possible lookup values
used to find the	lookup_array, [match_type]),  MATCH( lookup_value,	is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  column number to return is found using MATCH (optional)  is the value you want to find in the lookup_array  is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match
used to find the	lookup_array,  [match_type]),  MATCH( lookup_value, lookup_array,	is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  column number to return is found using MATCH (optional)  is the value you want to find in the lookup_array  is a contiguous range of cells or array containing possible lookup values  1 - next smaller
used to find the	lookup_array,  [match_type]),  MATCH( lookup_value, lookup_array,	is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  column number to return is found using MATCH (optional)  is the value you want to find in the lookup_array  is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match
used to find the w/column.  LTER 2021	lookup_array,  [match_type]),  MATCH( lookup_value, lookup_array,  [match_type])	is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  column number to return is found using MATCH (optional)  is the value you want to find in the lookup_array  is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  =FILTER(A2:D10, A2:A10="Pencils", "Not found")
LTER 2021 eturns a filtered range array based on logical	lookup_array,  [match_type]),  MATCH( lookup_value, lookup_array,  [match_type]) )  Example:  =FILTER( array,	is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  column number to return is found using MATCH (optional)  is the value you want to find in the lookup_array  is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  =FILTER(A2:D10, A2:A10="Pencils", "Not found")
used to find the w/column.  LTER 2021  eturns a filtered range	lookup_array,  [match_type]),  MATCH( lookup_value, lookup_array,  [match_type]) )  Example:  =FILTER(	is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  column number to return is found using MATCH (optional)  is the value you want to find in the lookup_array  is a contiguous range of cells or array containing possible lookup values  1 - next smaller 0 - exact match -1 - next larger  =FILTER(A2:D10, A2:A10="Pencils", "Not found")



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months.  EDATE  Example: =EDATE("1/1/2023", 3)  =EDATE(  start_date, is a date in the form of a date serial number that represents the start date is the number of months before or after the start date.  NETWORKDAYS.INTL  Returns the number of whole workdays between two dates with custom weekend.  Previous month end date.  =EDATE("1/1/2023", 3)  is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a date in the form of a date serial number that represents the end date	FUNCTION	SYNTAX [OPTIONAL]	DESCRIPTION
Returns the date of the last day of the months before or after a specified number of months.  Example: =SOMONTH(3/1/2023*, 1)  Examp	UNIQUE 2021	Example:	=UNIQUE(A2:A100, FALSE, FALSE)
values from a range or array. the range or array from winch to return unique rows or columns array.    Example:	Detume the unique	=UNIQUE(	
[exactly_once]   return rows/columns that occur exactly once = TRUE, return all distinct rows/columns = FALSE  SORT    Example:	-	array,	the range or array from which to return unique rows or columns
SORT 2021 Example: =SORT(A2:C100, 2, -1, FALSE)  =SORT (	array.	[by_col],	compare rows against each other = FALSE or omitted, compare columns = TRUE
Sorts a range or array.  -SORT(		[exactly_once] )	
array, the range or array to sort [sort_index], a number indicating the row or column to sort by [sort_order], [by_coll] FALSE - sort by row (default), TRUE - sort by column ]  ERMINIST the date of the last day of the month before or after a specified number of months BEDATE  EXAMPLE:  EXAMPLE:  =EOMONTH('3/1/2023", 1)  =EOMONTH('start_date, is a date in the form of a date serial number that represents the start date is the number of months before (negative number) or after (positive number) the start date, is the number of months before or after a specified number of months before or after the start date.  EDATE  EXAMPLE:  =EDATE("1/1/2023", 3)  =EDATE("start_date, is a date in the form of a date serial number that represents the start date is the number of months before or after the start date.    South is a start date in the form of a date serial number that represents the start date is the number of months before or after start_date.    South is a date in the form of a date serial number that represents the start date is the number of months before or after start_date.    South is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date.    South is a date in the form of a date serial number that represents the end date.    South is a date in the form of a date serial number that represents the end date.    South is a date in the form of a date serial number that represents the end date.    South is a date in the form of a date serial number that represents the end date.    South is a date in the form of a date serial number that represents the end date.    South is a date in the form of a date serial number that represents the end date.    South is a date in the form of a date serial number that represents the end date.    South is a date in the form of a date serial number that represents the end date.    South is a date in the form of a date serial number that represents the end date.    South is a date in the for	SORT 2021	Example:	=SORT(A2:C100, 2, -1, FALSE)
array, the range or array to sort [sort_index], a number indicating the row or column to sort by [sort_order], a number indicating the desired sort order: 1 - ascending, -1 - descending [by_col] FALSE - sort by row (default), TRUE - sort by column  FALSE - sort by	Sorts a range or array.	=SORT(	
Sort_order ,   a number indicating the desired sort order: 1 - ascending, -1 - descending   [by_col]   FALSE - sort by row (default), TRUE - sort by column	oorto a range or array.	array,	the range or array to sort
[by_col]   FALSE- sort by row (default), TRUE - sort by column   PALSE- sort by row (default)   PALSE- sort by column   PALSE- sort by column   PALSE- sort by column   PALSE- sort by row (default)   PALSE- sort by column   PALSE- sort by row (default)   PALSE- sort by column   PALSE- sort by row (default)		[sort_index],	a number indicating the row or column to sort by
[by_col]   FALSE- sort by row (default), TRUE - sort by column   PALSE- sort by row (default)   PALSE- sort by column   PALSE- sort by column   PALSE- sort by column   PALSE- sort by row (default)   PALSE- sort by column   PALSE- sort by row (default)   PALSE- sort by column   PALSE- sort by row (default)		[sort_order],	a number indicating the desired sort order: 1 - ascending, -1 - descending
ECOMONTH  Example: =EOMONTH("3/1/2023", 1)  =EOMONTH( start_date, is a date in the form of a date serial number that represents the start date previous months  months  DEDATE  Example: =EDATE("1/1/2023", 3)  =EDATE("1/1/2023", 3/1/2024", 1, "25/12/2023")  =NETWORKDAYS.INTL("1/1/2023", "1/1/2024", 1, "25/12/2023")  =NETWORKDAYS.INTL("1/1/2023", "1/1/2024", 1, "25/12/2023")  =NETWORKDAYS.INTL("1/1/2023", "1/1/2024", 1, "25/12/2023")  =NETWORKDAYS.INTL("1/1/2023", "1/1/2024", 1, "25/12/2023")  =NETWORKD			
### Returns the date of the last day of the month before or after a specified number of months  ### PEDATE    Example:		)	
### Returns the date of the last day of the month before or after a specified number of months  ### PEDATE    Example:	FOMONITU	El.	FON JONITH /    2 /4 / 2002    4 )
is a date in the form of a date serial number that represents the start date ast day of the month before or after a specified number of months.  EXAMPLE:  Start_date,  months is a date in the form of a date serial number that represents the start date  is a date in the form of a date serial number that represents the start date  is the number of months before or after start_date  between two dates with custom weekend parameters.  EXAMPLE:  INSTEWORKDAYS.INTL(  start_date,  is a date in the form of a date serial number that represents the start date  is a date in the form of a date serial number that represents the start date  is a date in the form of a date serial number that represents the start date  is a date in the form of a date serial number that represents the end date  is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday  & Monday etc.  [holidays]  is a list of dates to exclude from the working calendar  Tip: weekend e.g. "1111100"  EXAMPLE:  EXAMPLE:  EXAMPLE:  SUMIFS(  sum_range,  criteria_range1,  is the range of cells you want evaluated for a particular condition  criteria1,  is the condition or criteria in the form of a number, expression or text	EOMONTH	•	=EOMONTH("3/1/2023", 1)
is the number of months before (negative number) or after (positive number) the start date.g. 1 returns the next month end date, 0 returns the current month end date, -1 returns the previous month end date.  EXAMPLE:  EXAMPLE:  EXAMPLE:  EXAMPLE:  EXAMPLE:  Seturns the date that is a number of months before or after the start date.  The previous month end date are also added in the form of a date serial number that represents the start date is the number of months before or after start_date.  NETWORKDAYS.INTL  EXAMPLE:  ENETWORKDAYS.INTL("1/1/2023", "1/1/2024", 1, "25/12/2023")  ENETWORKDAYS.INTL("1/1/2023", "1/1/2024", 1, "25/12/2023")  ENETWORKDAYS.INTL(" is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc.  [holidays]  is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a weekend e.g. "1111100"  EXAMPLE:  EXAMPLE:  EXAMPLE:  SUMIFS(  sum_range,  criteria_range1,  is the number of months before (negative number) or after (positive number) that represents the start date is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the start date is a date in the form of a number that represents the start date is a date in the form of a number that represents the start date is a date in the form of a number of months before or after the start date is a date in the form of a number, expression or text		`	is a date in the form of a date serial number that represents the start date
e.g. 1 returns the next month end date, 0 returns the current month end date, -1 returns the previous month end date.  Example: =EDATE("1/1/2023", 3)  =EDATE(	-		·
Returns the date that is a number of months before or after the start date, months is the number of months before or after the start date.    SET   STATE   ST	specified number of	months )	e.g. 1 returns the next month end date, 0 returns the current month end date, -1 returns the
Returns the date that is a number of months before or after the start date.    Start_date, months   mo	EDATE	Example:	=EDATE("1/1/2023", 3)
is a date in the form of a date serial number that represents the start date  months  is the number of months before or after start_date    NETWORKDAYS.INTL   Example:	Paturne the data that is	=EDATE(	
NETWORKDAYS.INTL  Returns the number of whole workdays between two dates with custom weekend parameters.    Example: =NETWORKDAYS.INTL("start_date")	a number of months	start_date,	is a date in the form of a date serial number that represents the start date
NETWORKDAYS.INTL  Returns the number of whole workdays between two dates with custom weekend parameters.    Example: =NETWORKDAYS.INTL(		months	is the number of months before or after start_date
= NETWORKDAYS.INTL( start_date, between two dates with custom weekend parameters.    SUMIFS   2013   Example:   SUMIFS   2013   Example:   SUMIFS   2014   Sum_range,   Criteria_range1,   Criteria_range1,	uate.	\	
start_date, start_date, end_dates with between two dates with between two dates with between two dates.  [weekend], start_date, end_date, sustem weekend between two dates with between two dates with between two dates with between two dates with between dear meters.  [weekend], start_date, end_date, is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc.  [holidays] is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a weekend e.g. "11111100"  [SUMIFS] = SUMIFS(C2:C100, A2:A100, "South", B2:B100, "Finance")  =SUMIFS(	acte.	)	
start_date, start_date, end_date, with sustom weekend parameters.    Sumificial Sumifici		) Example:	=NETWORKDAYS.INTL("1/1/2023", "1/1/2024", 1, "25/12/2023")
is a date in the form of a date serial number that represents the end date  [weekend],	NETWORKDAYS.INTL	•	=NETWORKDAYS.INTL("1/1/2023", "1/1/2024", 1, "25/12/2023")
[weekend], a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc.  [holidays] is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a weekend e.g. "1111100"  SUMIFS  2013 Example: =SUMIFS(C2:C100, A2:A100, "South", B2:B100, "Finance")  =SUMIFS( sum_range, are the actual cells to sum conditions or criteria.  is the range of cells you want evaluated for a particular condition is the condition or criteria in the form of a number, expression or text	NETWORKDAYS.INTL Returns the number of	=NETWORKDAYS.INTL(	
[holidays] is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a  weekend e.g. "1111100"  Example: =SUMIFS(C2:C100, A2:A100, "South", B2:B100, "Finance")  =SUMIFS(  sum_range, are the actual cells to sum  conditions or criteria.  is the range of cells you want evaluated for a particular condition  is the condition or criteria in the form of a number, expression or text	NETWORKDAYS.INTL  Returns the number of whole workdays between two dates with	=NETWORKDAYS.INTL( start_date,	is a date in the form of a date serial number that represents the start date
SUMIFS  Example: =SUMIFS(C2:C100, A2:A100, "South", B2:B100, "Finance")  SUMIFS(  Sum_range, are the actual cells to sum is the range of cells you want evaluated for a particular condition or criteria1, is the condition or criteria in the form of a number, expression or text	Returns the number of whole workdays between two dates with custom weekend	=NETWORKDAYS.INTL( start_date, end_date,	is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday
=SUMIFS( sum_range, are the actual cells to sum conditions or criteria.  =SUMIFS( sum_range, are the actual cells to sum criteria_range1, is the range of cells you want evaluated for a particular condition criteria1, is the condition or criteria in the form of a number, expression or text	NETWORKDAYS.INTL  Returns the number of whole workdays between two dates with custom weekend	=NETWORKDAYS.INTL( start_date, end_date, [weekend],	is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc.
Adds the cells specified sum_range, are the actual cells to sum criteria. sum_range, is the range of cells you want evaluated for a particular condition criteria1, is the condition or criteria in the form of a number, expression or text	Returns the number of whole workdays between two dates with custom weekend	=NETWORKDAYS.INTL( start_date, end_date, [weekend],	is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc. is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a
conditions or criteria.  sum_range, are the actual cells to sum is the range of cells you want evaluated for a particular condition criteria1, is the condition or criteria in the form of a number, expression or text	Returns the number of whole workdays between two dates with custom weekend parameters.	=NETWORKDAYS.INTL( start_date, end_date, [weekend], [holidays]	is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc. is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a weekend e.g. "1111100"
conditions or criteria. criteria_range1, is the range of cells you want evaluated for a particular condition criteria1, is the condition or criteria in the form of a number, expression or text	Returns the number of whole workdays between two dates with custom weekend parameters.	=NETWORKDAYS.INTL( start_date, end_date, [weekend], [holidays] )  Example:	is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc. is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a weekend e.g. "1111100"
·	Returns the number of whole workdays between two dates with custom weekend barameters.  SUMIFS  2013  Adds the cells specified	=NETWORKDAYS.INTL( start_date, end_date, [weekend], [holidays] )  Example: =SUMIFS(	is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc. is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a weekend e.g. "1111100"  =SUMIFS(C2:C100, A2:A100, "South", B2:B100, "Finance")
) Tip: also try AVERAGEIFS, MAXIFS, MINIFS	Returns the number of whole workdays between two dates with custom weekend barameters.  SUMIFS  2013  Adds the cells specified by a given set of	=NETWORKDAYS.INTL( start_date, end_date, [weekend], [holidays] )  Example: =SUMIFS( sum_range,	is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc. is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a weekend e.g. "1111100"  =SUMIFS(C2:C100, A2:A100, "South", B2:B100, "Finance")
	Returns the number of whole workdays between two dates with custom weekend parameters.  SUMIFS  2013  Adds the cells specified by a given set of	=NETWORKDAYS.INTL( start_date, end_date, [weekend], [holidays] )  Example: =SUMIFS( sum_range, criteria_range1,	is a date in the form of a date serial number that represents the start date is a date in the form of a date serial number that represents the end date is a number or string specifying when weekends occur e.g. 1 Saturday & Sunday, 2 Sunday & Monday etc. is a list of dates to exclude from the working calendar  Tip: weekend can also be represented with 1s and 0s where 1 is a workday and 0 is a weekend e.g. "1111100"  =SUMIFS(C2:C100, A2:A100, "South", B2:B100, "Finance")  are the actual cells to sum is the range of cells you want evaluated for a particular condition



Mynda Treacy, TEACHING YOU CAREER TRANSFORMING SKILLS





FUNCTION	SYNTAX [OPTIONAL]	DESCRIPTION
SEQUENCE 2021	Example:	=SEQUENCE(4, 5, 1, 5)
Detumes a seminar of	=SEQUENCE(	
Returns a sequence of numbers.	rows,	the number of rows to return
	[columns],	the number of columns to return
	[start],	the first number in the sequence
	[step]	the amount to increment each subsequent value in the sequence
	)	

GETPIVOTDATA	Example:	=GETPIVOTDATA("Sales", \$A\$3, "Region", "South")
Educate data at an 12 co	=GETPIVOTDATA(	
Extracts data stored in a PivotTable and automatically adapts to changes in the PivotTable size/shape.	data_field,	is the name of the data field to extract data from.
	pivot_table,	the location of the PivotTable. Typically the top left PivotTable cell
	[field1,	field to refer to
	[item1],	item to refer to
	<b>\</b>	



