



Exploring HLOOKUP and LOOKUP in Excel

Section 1: Learn

What are HLOOKUP and LOOKUP Functions in Excel?

Both **HLOOKUP** and **LOOKUP** functions help users **find and retrieve data** from a dataset based on a given lookup value.

Why Use HLOOKUP and LOOKUP?

- **HLOOKUP** is useful for searching values **horizontally** across the first row of a table.
- **LOOKUP** is a versatile function that searches for a value either **vertically** or **horizontally**.
- These functions **save time, reduce manual errors**, and **increase productivity** in large datasets.

How These Functions Work

- **HLOOKUP** (Horizontal Lookup) searches for a **value in the first row** of a dataset and returns a value from a specified row below it.
 - **LOOKUP** searches for a value either in a **row or a column** and returns a corresponding value from another row or column.
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Section 2: Practice

1. Using HLOOKUP to Find a Student's Marks

Scenario: A table with student marks for different subjects

| | A | B | C |
|---------------|-------|--------|-----|
| Student Name | Rahul | Sunita | Raj |
| Math Marks | 85 | 90 | 75 |
| Science Marks | 80 | 95 | 78 |

Formula to Find Sunita's Science Marks:

```
=HLOOKUP("Sunita", A1:C3, 3, FALSE)
```

- **"Sunita"** is the lookup value.
- **A1:C3** is the table range.
- **3** refers to the **row number** (Science Marks).
- **FALSE** ensures an **exact match**.

2. Using LOOKUP to Fetch Employee Details

Scenario: Searching for employee department using LOOKUP

| A (Employee) | B (Department) |
|-----------------|-------------------|
| Amit | HR |
| Sunil | IT |



| | |
|---------------------|-----------------------|
| A (Employee) | B (Departmen t) |
| Rahul | Sales |

Formula to Find Sunil's Department:

```
=LOOKUP("Sunil", A2:A4, B2:B4)
```

- **"Sunil"** is the value to search in **column A**.
- **B2:B4** contains the **corresponding department names**.

3. Using LOOKUP for Horizontal Data

Scenario: Finding the price of a product from a horizontal list

| | A | B | C | D |
|-------------|------------|------------|------------|------------|
| Produ ct | Lapt op | Mobi le | Tabl et | Came ra |
| Price | 50,0 00 | 20,0 00 | 30,0 00 | 40,00 0 |

Formula to Get Tablet Price:

```
=LOOKUP("Tablet", A1:D1, A2:D2)
```

- Searches for **Tablet** and returns **30,000**.
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Section 3: Know More

Frequently Asked Questions (FAQs)

1. What is the main difference between HLOOKUP and LOOKUP?

- **HLOOKUP** searches **horizontally** in the first row of a table.
- **LOOKUP** can search in both **rows and columns**.

2. What happens if the lookup value is not found?

- **HLOOKUP** returns **#N/A error** if no exact match is found (unless set to approximate mode).
- **LOOKUP** returns the **largest value smaller than the lookup value**.

3. Can I use wildcards in HLOOKUP and LOOKUP?

- Wildcards (like `*`) work with **HLOOKUP** when searching for text values but not with **LOOKUP**.

4. What is the best alternative to HLOOKUP?

- **XLOOKUP** or **INDEX-MATCH** is more flexible and works both horizontally and vertically.

5. Can I sort data when using LOOKUP?

- Yes, **LOOKUP** requires the lookup column to be sorted in ascending order for accurate results.

Conclusion:

HLOOKUP and **LOOKUP** functions help in retrieving specific data efficiently. Using these functions makes data analysis, reporting, and record searching faster and easier.