DATE & TIME QUESTIONS

🔹 Beginner Level (Basic Date & Time Functions)

1. **Find the year of each order** using YEAR() from the Order_Date.
2. **Extract the month name** (e.g., January, February) from Order_Date.
3. **Extract the day of the week** (e.g., Monday, Tuesday) from Order_Date.
4. **Find the quarter of the year** (Q1, Q2, Q3, Q4) for each Order_Date.
5. **Extract the hour, minute, and second** from Order_Time.
6. **Find the weekday number** (1 = Sunday, 2 = Monday, ...) from Order_Date.
7. **Combine Order_Date and Order_Time** into one column showing full datetime.
8. **Format Order_Date** as "dd-mmm-yyyy" using TEXT().
9. **Check if any order happened on today's date** (=IF(Order_Date=TODAY(), "Today", "Not Today")).
10. **Calculate how many days old each order is** from today (TODAY()-Order_Date).

🔹 Intermediate Level (Date Calculations)

1. **Find how many orders were placed in 2023** using YEAR(Order_Date).
2. **Calculate the age of each order in months** using DATEDIF(Order_Date, TODAY(), "m").
3. **Find orders placed in the last 30 days** (use TODAY()-30).
4. **Find the first and last order date** in the dataset (use MIN() and MAX()).
5. **Find how many orders were placed on weekends** (Saturday & Sunday).
6. **Find average time of orders per day** (using AVERAGE(Order_Time)).
7. **Group orders by month and count how many orders in each month**.
8. **Find how many working days passed since each order date** using NETWORKDAYS().
9. **Add 6 months to each order date** using EDATE(Order_Date, 6).
10. **Find orders placed in business hours (9 AM to 6 PM)** using HOUR(Order_Time).

🔹 Beginner Level

Find the year of each order

=YEAR(C2)

Extract the month name

=TEXT(C2,"mmmm")

(For short month name → =TEXT(C2,"mmm"))

Extract the day of the week

=TEXT(C2,"dddd")

Find the quarter of the year

=ROUNDUP(MONTH(C2)/3,0)

Extract the hour, minute, and second from Order_Time

- Hour → =HOUR(D2)
- Minute → =MINUTE(D2)
- Second → =SECOND(D2)

Find the weekday number

=WEEKDAY(C2)

Combine Order_Date and Order_Time

=C2+D2

(Format as **Custom → dd-mmm-yyyy hh:mm:ss**)

Format Order_Date as "dd-mmm-yyyy"

=TEXT(C2,"dd-mmm-yyyy")

Check if any order happened today

=IF(C2=TODAY(),"Today","Not Today")

Calculate how many days old each order is

=TODAY()-C2

🔹 Intermediate Level

Find how many orders were placed in 2023
Formula in helper column:

=IF(YEAR(C2)=2023,1,0)

Then apply =SUM(range) to count.

Calculate the age of each order in months

=DATEDIF(C2,TODAY(),"m")

Find orders placed in the last 30 days

=IF(C2>=TODAY()-30,"Last 30 Days","Older")

Find the first and last order date

- First Order → =MIN(C2:C2001)
- Last Order → =MAX(C2:C2001)

Find how many orders were placed on weekends

=IF(OR(WEEKDAY(C2)=1,WEEKDAY(C2)=7),1,0)

(Then SUM the results)

Find average time of orders per day

=AVERAGE(D2:D2001)

(Format result as **Time**)

Group orders by month and count

- Insert a Pivot Table → Rows = Order_Date (Group by **Months**), Values = Count of Order_ID.

Find how many working days passed since each order date

=NETWORKDAYS(C2,TODAY())

Add 6 months to each order date

=EDATE(C2,6)

Find orders placed in business hours (9 AM to 6 PM)

=IF(AND(HOUR(D2)>=9,HOUR(D2)<=18),"Business Hours","Outside Hours")