

LESSON HANDOUT

Conditional Aggregations

Aggregating data plays an important part in the data analysis process. By aggregating, you can take your data and express it in a summarized format.

Data Aggregation helps you:

- make observations or gather insights from your data
- summarize data based on specific conditions
- understand how your data is proportioned

Countif

Why: Counts the number values in a selection that meet specific condition.

How: =Countif(range, "criteria")

Countifs

Why: Counts the number values in a selection that meet multiple criteria.

How: =Countifs(range to count for 1st criteria, 1st "criteria", range to count for the 2nd criteria, 2nd "criteria")

Sumif

Why: Sums the total values in a selection that meet a specific condition.

How: =Sumif(Range, "criteria", sum_range)

Sumifs

Why: Sums the total values in a selection that meet multiple criteria.

How: =Sumifs(sum_range, range to sum for 1st criteria, 1st "criteria", range sum for the 2nd criteria, 2nd "criteria")

USEFUL TIPS:

Column reference: When assigning criteria, you may reference a column rather than 'hard coding' the value into the formula.

Fixing values: Placing a \$ in front of a column or row reference fixes the reference. Highlighting a reference within the formula bar and selecting F4 will fix all the values selected.