

Introduction to GSheets Functions & Formulas

Agenda

- Excel Introduction
 - What is MS Excel?
 - MS Excel Marketplace
 - Job Opportunities
 - Purchase Options : Excel 2021 vs Excel 365
- GSheets Introduction
 - Getting Started with Google Sheets
 - Google Sheets Basics
- Functions & Formulas
 - SUM, MAX, COUNT
 - SUMIF, COUNTIF
 - IF, CONCAT
- Calculations in Google Sheets
- Date, Text, and Logical functions



GSheets Functions & Formulas

Formulas: SUM, MIN, MAX,
AVERAGE, COUNT

Conditional Formulas: IF, SUMIF,
COUNTIF

Date, Text, and Logical Functions

Pivot Table & Macros

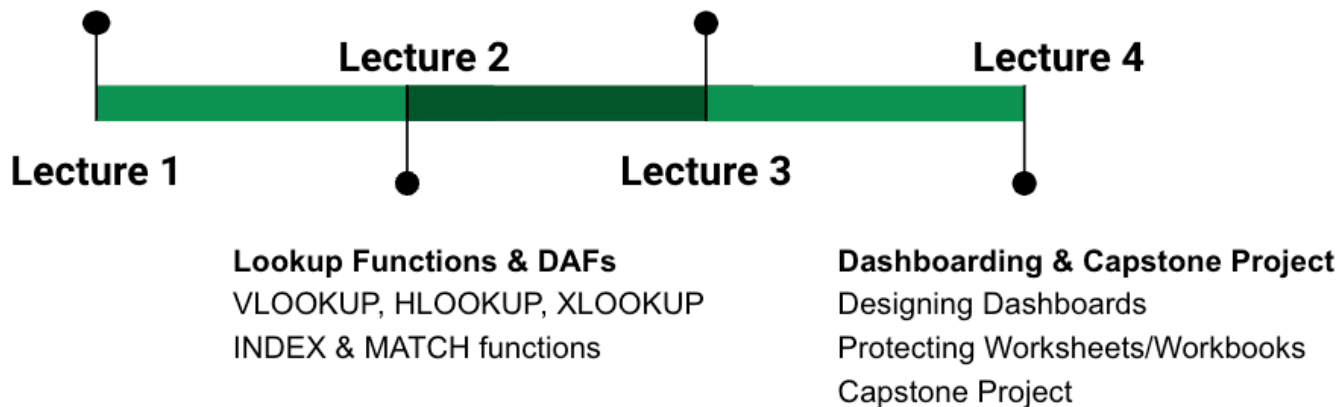
Unique and Filter functions

Calculated Fields, Conditional Formatting

Pivot Tables, Filters & Slicers

Charts: Bar, Line, Pie, Box plot, Histogram

Statistical Functions & Macros



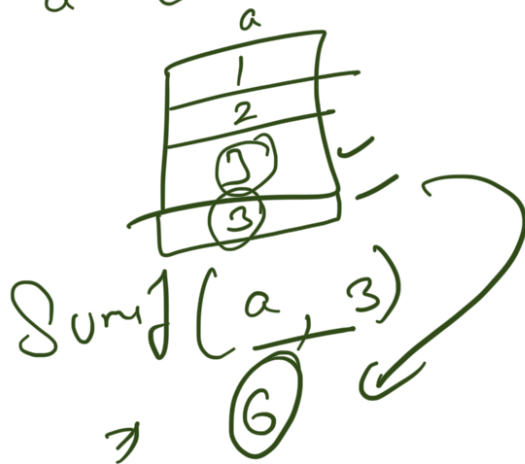
Google Sheet / Excel

↳ a powerful Spreadsheet Program that allows you to store, organize, manipulate & analyze the information.

Microsoft 365 Office

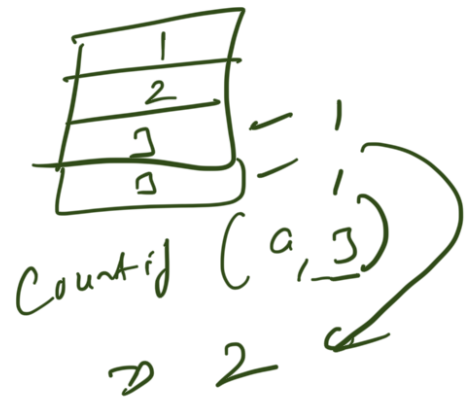
Sumif

⇒ Add values based on a Condition



Count if

⇒ Count values based on a Condition



Concat : only deals with 2 strings
 : can have multiple strings

Con Catenate : ✓

C holder b bowls