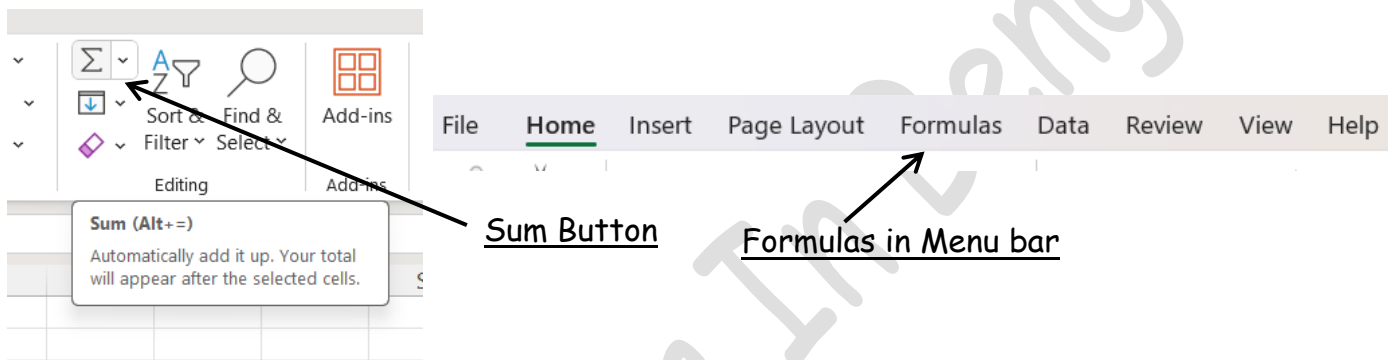# Formulas With Their Examples

⬇ Points To Remember:-

❖ Always start writing any formula with the ' = ' sign.

❖ Always use the cell address when writing the formula.

❖ An individual can also access the formulas from the sum button or the formula section in the menu bar.

Sum Button   Formulas in Menu bar

⬇ Formulas:-

➢ Add/Sum:-

> **Formula:-** =SUM(First cell in the cell range : last cell in the cell range)

> **Steps:-**

- 1. Select the cell you want to place the answer and then start writing the formula.

	A	B	C	D	E	F	G	H
1	33	56	58	57	48	69	45	

- 2. Begin with, ' =sum ', and then press the tab button. The formula will become ' =SUM('.

	A	B	C	D	E	F	G	H
1	33	56	58	57	48	69	45	=SUM(

- 3. Then select the first cell of the range and write ' : ' then select the last cell of the range.

	A	B	C	D	E	F	G	H	I	J
1	33	56	58	57	48	69	45	=SUM(A1:G1		
2								SUM(**number1**, [number2], …)		

- Then press enter. You will get your desired results.

➤ Subtract:-

- ➢ Formula:- =First cell – last cell
- ➢ Steps:-
  - 1. Select the cell you want to place the answer and then start writing the formula.
  - 2. Begin with ' = ' then select the first cell of the range then write ' – ' then select the next or last cell of the range.

	A	B	
1	94	56	=A1-B1

  - 3. Then press enter. You will get the desired results.

➤ Multiplication:-

- ➢ Formula:- = first cell in the range*next cell in the range………* last cell in the range.
- ➢ Steps:-
  - 1. Select the cell you want to place the answer and then start writing the formula.
  - 2. begin with ' = ' and select the first cell in the range then write ' * ' and select the next cell in

range. Continue this unless you haven't selected the full range.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	94	56	36	25	36	46	15	48	58	62	=A1*B1*C1*D1*E1*F1*G1*H1*I1*J1			

- 3. Then press enter. You will get your desired result.

➤ <u>Division:-</u>
  ➤ <u>Formula</u>:- =First cell/last cell
  ➤ <u>Steps</u>:-
    - 1. Select the cell you want to place the answer and then start writing the formula.
    - 2. Begin with ' = ' then select the first cell of the range then write ' / ' then select the next or last cell of the range.

	A	B	C
1	144	12	=A1/B1

    - Then press enter. You will get the desired results.

➤ <u>Percentage:-</u>
  ➤ <u>Formula</u>:- =(cell whose percentage will be calculated / cell which calculates the percentage)*100
  ➤ <u>Steps</u>:-
    - 1. Select the cell you want to place the answer and then start writing the formula.
    - 2. Begin with ' =(' then select the first cell of the range then write ' / ' then select the next or last cell of the range then write ')*100 '.

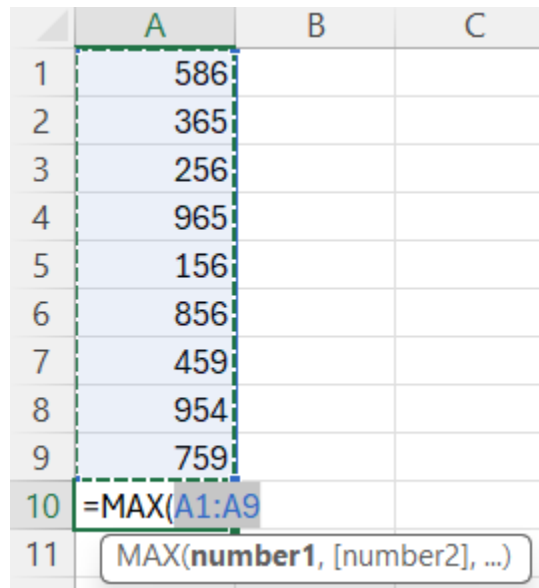|	A	B	C
1	5000	6	=(A1/B1)*100

- 3. Then press enter. You will get your desired results.

➢ <u>Minimum</u>:-
  ➢ <u>Formula</u>:- =MIN(First cell in the cell range : last cell in the cell range)
  ➢ <u>Steps</u>:-
    - 1. Select the cell you want to place the answer and then start writing the formula.
    - 2. Begin with, ' =min ', and then press the tab button. The formula will become ' =MIN('.
    - 3. Then select the first cell of the range and write ' : ' then select the last cell of the range.

	A	B	C
1	586		
2	365		
3	256		
4	965		
5	156		
6	856		
7	459		
8	954		
9	759		
10	=MIN(A1:A9		
11	MIN(**number1**, [number2], ...)		

    - 3. Then press enter. You will get your desired results.

➢ <u>Maximum</u>:-
  ➢ <u>Formula</u>:- =MAX(First cell in the cell range : last cell in the cell range)

➢ Steps:-

- 1. Select the cell you want to place the answer and then start writing the formula.
- 2. Begin with, ' =max ', and then press the tab button. The formula will become ' =MAX('.
- 3. Then select the first cell of the range and write ' : ' then select the last cell of the range.

	A	B	C
1	586		
2	365		
3	256		
4	965		
5	156		
6	856		
7	459		
8	954		
9	759		
10	=MAX(A1:A9		
11	MAX(**number1**, [number2], ...)		

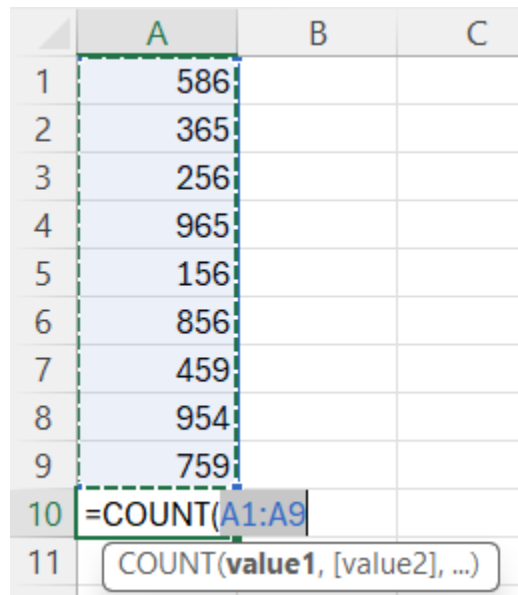- 3. Then press enter. You will get your desired results.

➢ Count:-

➢ Formula:- =COUNT(First cell in the cell range : last cell in the cell range)

➢ Steps:-

- 1. Select the cell you want to place the answer and then start writing the formula.
- 2. Begin with, ' =count ', and then press the tab button. The formula will become ' =COUNT('.

- 3. Then select the first cell of the range and write ' : ' then select the last cell of the range.

	A	B	C
1	586		
2	365		
3	256		
4	965		
5	156		
6	856		
7	459		
8	954		
9	759		
10	=COUNT(A1:A9		
11	COUNT(**value1**, [value2], ...)		

- 3. Then press enter. You will get your desired results.