

SUM(range) – Adds all numeric values in the specified range.

AVERAGE(range) – Calculates the arithmetic mean of the numeric values in the range.

COUNT(range) – Counts the number of cells that contain numbers.

COUNTA(range) – Counts the number of non empty cells, regardless of data type.

MAX(range) – Returns the largest number in the range.

MIN(range) – Returns the smallest number in the range.

IF(logical\_test, value\_if\_true, value\_if\_false) – Returns one value if a condition is true, another if false.

IFS(logical\_test1, value1, [logical\_test2, value2], ...) – Evaluates multiple conditions without nested IFs.

SWITCH(expression, value1, result1, [value2, result2], ..., default) – Matches an expression to a list of values and returns the corresponding result.

AND(logical1, [logical2], ...) – Returns TRUE if all arguments are TRUE.

OR(logical1, [logical2], ...) – Returns TRUE if any argument is TRUE.

NOT(logical) – Reverses the logical value of its argument.

IFERROR(value, value\_if\_error) – Returns a custom result when a formula generates an error.

ISERROR(value) – Checks whether a value is any error type (#N/A, #VALUE!, etc.).

ISBLANK(value) – Returns TRUE if the cell is empty.

VLOOKUP(lookup\_value, table\_array, col\_index\_num, [range\_lookup]) – Searches vertically for a value and returns a value from a specified column.

HLOOKUP(lookup\_value, table\_array, row\_index\_num,

[range\_lookup]) – Searches horizontally for a value and returns a value from a specified row.

XLOOKUP(lookup\_value, lookup\_array, return\_array, [if\_not\_found], [match\_mode], [search\_mode]) – Modern lookup that works both vertically and horizontally.

INDEX(array, row\_num, [column\_num]) – Returns the value of a cell at a given row and column within an array.

MATCH(lookup\_value, lookup\_array, [match\_type]) – Returns the relative position of a lookup value in an array.

OFFSET(reference, rows, cols, [height], [width]) – Returns a reference offset from a starting point.

INDIRECT(ref\_text, [a1]) – Returns a reference specified by a text string.

SUMIF(range, criteria, [sum\_range]) – Adds cells that meet a single criterion.

SUMIFS(sum\_range, criteria\_range1, criteria1, [criteria\_range2, criteria2], ...) – Adds cells that meet multiple criteria.

COUNTIF(range, criteria) – Counts cells that meet a single criterion.

COUNTIFS(criteria\_range1, criteria1, [criteria\_range2, criteria2], ...) – Counts cells that meet multiple criteria.

AVERAGEIF(range, criteria, [average\_range]) – Averages cells that meet a single criterion.

AVERAGEIFS(average\_range, criteria\_range1, criteria1, [criteria\_range2, criteria2], ...) – Averages cells that meet multiple criteria.

TEXT(value, format\_text) – Formats a number and returns it as text.

CONCATENATE(text1, [text2], ...) – Joins several text strings into one (use & operator as modern alternative).

& (ampersand) – Concatenates text strings (e.g., A1 & " " & B1).

TEXTJOIN(delimiter, ignore\_empty, text1, [text2], ...) – Joins multiple strings with a delimiter, optionally skipping empty cells.

LEFT(text, [num\_chars]) – Returns the leftmost characters of a text string.

RIGHT(text, [num\_chars]) – Returns the rightmost characters of a text string.

MID(text, start\_num, num\_chars) – Returns a specific number of characters from the middle of a text string.

LEN(text) – Returns the length of a text string.

TRIM(text) – Removes extra spaces from text.

UPPER(text) – Converts text to uppercase.

LOWER(text) – Converts text to lowercase.

PROPER(text) – Capitalizes the first letter of each word.

FIND(find\_text, within\_text, [start\_num]) – Returns the position of a substring (case sensitive).

SEARCH(find\_text, within\_text, [start\_num]) – Returns the position of a substring (case insensitive).

SUBSTITUTE(text, old\_text, new\_text, [instance\_num]) – Replaces specific text within a string.

REPLACE(old\_text, start\_num, num\_chars, new\_text) – Replaces part of a text string based on position.

DATE(year, month, day) – Creates a date from individual year, month, and day values.

TODAY() – Returns the current date.

NOW() – Returns the current date and time.

YEAR(serial\_number) – Extracts the year from a date.

MONTH(serial\_number) – Extracts the month from a date.

DAY(serial\_number) – Extracts the day from a date.

WORKDAY(start\_date, days, [holidays]) – Returns a date after a specified number of working days.

NETWORKDAYS(start\_date, end\_date, [holidays]) – Counts the number of whole working days between two dates.

EDATE(start\_date, months) – Returns the date that is a specified number of months before or after a start date.

EOMONTH(start\_date, months) – Returns the last day of the month, offset by a number of months.

DAYS(end\_date, start\_date) – Returns the number of days between two dates.

RANDBETWEEN(bottom, top) – Returns a random integer between the two numbers.

RAND() – Returns a random decimal between 0 and 1.

SEQUENCE(rows, [columns], [start], [step]) – Generates an array of sequential numbers.

UNIQUE(array, [by\_col], [exactly\_once]) – Returns a list of unique values from an array.

FILTER(array, include, [if\_empty]) – Returns an array filtered by a Boolean condition.

SORT(array, [sort\_index], [sort\_order], [by\_col]) – Sorts the contents of an array.

SORTBY(array, by\_array1, [sort\_order1], ...) – Sorts an array based on one or more sort keys.

TRANSPOSE(array) – Switches rows and columns of an array.

CHOOSE(index\_num, value1, [value2], ...) – Returns a value from a list based on position.

ROUND(number, num\_digits) – Rounds a number to a specified number of digits.

ROUNDUP(number, num\_digits) – Rounds a number up, away from zero.

ROUNDDOWN(number, num\_digits) – Rounds a number down, toward zero.

CEILING(number, significance) – Rounds a number up to the nearest multiple of significance.

FLOOR(number, significance) – Rounds a number down to the nearest multiple of significance.

POWER(number, power) – Raises a number to a given exponent.

SQRT(number) – Returns the square root of a number.

LOG(number, [base]) – Returns the logarithm of a number to a specified base.

EXP(number) – Returns e raised to the power of a number.

ABS(number) – Returns the absolute value of a number.

MOD(number, divisor) – Returns the remainder after division.

TRUNC(number, [num\_digits]) – Truncates a number to an integer or specified decimal places.

SIGN(number) – Returns the sign of a number ( -1, 0, or 1).

COUNTBLANK(range) – Counts empty cells in a range.

COUNTUNIQUE(range) – (Office 365/Excel 2021) Counts distinct values in a range.

COLUMNS(array) – Returns the number of columns in an array.

ROWS(array) – Returns the number of rows in an array.

GETPIVOTDATA(data\_field, pivot\_table, [field1, item1], ...) – Retrieves data from a pivot table.

FORMULATEXT(reference) – Returns a formula as a text string.

(Each line is a clean, self contained string describing one Excel formula.)