

****Excel Formulas – Quick Reference (clean string format)****

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

AVERAGE(range) = Returns the arithmetic mean of the numbers in the range.

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

COUNTA(range) = Counts the number of non empty cells (numbers, text, logical values).

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

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

MEDIAN(range) = Returns the median (middle) value in the range.

MODE.SNGL(range) = Returns the most frequently occurring number in the range.

STDEV.P(range) = Calculates the standard deviation for an entire population.

STDEV.S(range) = Calculates the standard deviation based on a sample.

VAR.P(range) = Calculates variance for an entire population.

VAR.S(range) = Calculates variance based on a sample.

IF(logical_test, value_if_true, value_if_false) = Returns one value if the condition is TRUE, another if FALSE.

IFS(logical_test1, value1, [logical_test2, value2]...)
= Evaluates multiple conditions and returns the first matching value.

SWITCH(expression, value1, result1, [value2, result2]..., [default])
= Chooses a result based on matching the expression to a list of values.

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

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

NOT(logical) = Reverses the logical value (TRUE!'FALSE, FALSE!'TRUE).

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

COUNTIFS(range1, criteria1, [range2, criteria2]...)
= Counts cells that meet multiple criteria.

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.

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.

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])

= Flexible replacement for VLOOKUP/HLOOKUP with exact or approximate matching.

INDEX(array, row_num, [column_num])

= Returns the value at a given row/column in 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 cell.

INDIRECT(ref_text, [a1]) = Returns a reference specified by a text string.

CHOOSE(index_num, value1, [value2]...)

= Returns a value from a list based on its position.

TEXT(value, format_text) = Formats a number and returns it as text.

LEFT(text, [num_chars]) = Returns the leftmost characters from a text string.

RIGHT(text, [num_chars]) = Returns the rightmost

characters from 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 (number of characters) of a text string.

TRIM(text) = Removes extra spaces from text, leaving only single spaces between words.

CONCAT(text1, [text2]...) = Joins multiple text strings into one (newer version of CONCATENATE).

TEXTJOIN(delimiter, ignore_empty, text1, [text2]...) = Joins multiple strings using a delimiter, optionally ignoring empty cells.

DATE(year, month, day) = Returns a serial number for a given date.

TIME(hour, minute, second) = Returns a serial number for a given time.

NOW() = Returns the current date and time (volatile).

TODAY() = Returns the current date (volatile).

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.

HOUR(serial_number) = Extracts the hour from a time.

MINUTE(serial_number) = Extracts the minutes from a time.

SECOND(serial_number) = Extracts the seconds from a time.

NETWORKDAYS(start_date, end_date, [holidays])
= Returns the number of whole workdays between two dates.

WORKDAY(start_date, days, [holidays])
= Returns the date after adding a specified number of workdays.

EDATE(start_date, months) = Returns the date that is a specified number of months before or after 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.

IFERROR(value, value_if_error) = Returns value_if_error when the formula results in an error; otherwise returns the value.

IFNA(value, value_if_na) = Returns value_if_na when the formula results in #N/A; otherwise returns the value.

ISNUMBER(value) = Returns TRUE if the value is numeric.

ISTEXT(value) = Returns TRUE if the value is text.

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

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) = Returns the result of a number raised to a power.

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

LOG(number, [base]) = Returns the logarithm of a number to a specified base (default base = 10).

EXP(number) = Returns e raised to the power of the given number.

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

TRUNC(number, [num_digits]) = Truncates a number to an integer or specified number of decimal places.

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Each entry is formatted as:

`FORMULA(arguments) = Brief description of what the function does.`

You can copy paste the entire block into a text file, note taking app, or directly into Excel's "Insert > Comment" for quick reference.