1. SUM Function

The Excel SUM function returns the sum of all inserted values. For the input, you can combine any sort of numerical values, e.g. numbers, cell references, ranges or arrays.

Syntax: SUM (number1, [number2], [number3], …)

2. AVERAGE Function

The Excel AVERAGE function returns the average of all inserted values. For the input, you can combine any sort of numerical values, e.g. numbers, cell references, ranges or arrays.

Syntax: AVERAGE (number1, [number2], [number3], …)

3. IF Function

The Excel IF function is the most essential function in Excel for logical tests. You can define the value that is returned by this function if the result of the logical test is TRUE and the value that is returned if the result is FALSE.

If you want to test more than one condition, you can simply nest multiple IF functions.

Syntax: IF (logical_test, [value_if_true], [value_if_false])

4. MIN & MAX Function

The Excel MIN function returns the smallest numeric value in a range of values. Accordingly, the Excel MAX function returns the biggest

numeric value in a range of values. Both function only consider numeric values. Empty cells, logical or text values will be ignored.

Syntax: MIN (number1, [number2], …) | MAX (number1, [number2], …)

5. TRIM Function

The Excel TRIM function removes the leading and trailing spaces from a given text. Additionally, it removes unnecessary spaces between words.

Syntax: TRIM (text)

6. CONCATENATE Function

The Excel CONCATENATE function joins two or more text items together.

Syntax: CONCATENATE (text1, [text2], …)

7. COUNT Function

The Excel COUNT function counts the number of cells containing numbers.

Syntax: COUNT (value1, [value2], …)

8. COUNTA Function

The Excel COUNTA function counts the number of cells containing numbers, text, logical values, error values, and empty text. Empty cells will be ignored.

Syntax: COUNTA (value1, [value2], …)

9. COUNTIF Function

The Excel COUNTIF function counts the number of cells meeting a specific criteria. It supports all sorts of logical operators and wildcards (*,?) for partial matching.

Syntax: COUNTIF (range, criteria)

10. SUMIF Function

The Excel SUMIF function returns the sum of all cells meeting a specific criteria. It supports all sorts of logical operators and wildcards (*,?) for partial matching. If the range for the criteria check and the sum range are not the same, the sum range can be provided as a third optional parameter.

Syntax: SUMIF (range, criteria, [sum_range])