

A Finance Manager's Essential Excel Formulae Guide



Simple analysis functions

Sum	=SUM(range)
Average	=average(range)
Count	=count(range)
Min	=min(range)
Max	=max(range)

Formulae	Functions
Round	=round(cell refce,dec places)
Lookup	
Lookup	=LOOKUP(cell refce,range)
Vlookup	=VLOOKUP(lookup_value,table range,column number,FALSE)
Hlookup	=HLOOKUP(lookup_value,table range,row number,FALSE)
IF/AND/OR	
IF	=if(logical test,value if true,value if false)
AND	=and(logicaltest1,logicaltest2)
IFAND	=if(and(logicaltest1,logicaltest2),value if true,value if false)
OR	=or(logicaltest1,logicaltest2)
IFOR	=if(or(logicaltest1,logicaltest2),value if true,value if false)
Dates	
Date	=TODAY()
Date and time	=NOW()
Serial number date	=DATE(2010,12,7)
Year	=YEAR(cell ref)
Month	=MONTH(cell ref)
Day	=DAY(cell ref)

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