

Functions

Basic Functions

AVERAGE(number1, [number2]...)
COUNT(number1, [number2]...)
COUNTA(value1, [value2],...)
MAX(number1, [number2]...)
MIN(number1, [number2]...)
ROUND(number,num_digits)
SUM(number1, [number2]...)

Boolean Functions

AND(logical1, [logical2],...)
OR(logical1, [logical2],...)
NOT(logical)

Statistical Functions

AVERAGEIF(range, criteria, average_range)
AVERAGEIFS(average_range,criteria_range1,criteria1, [criteria_range2,criteria]...)
COUNTIF(range, criteria)
COUNTIFS(criteria_range1,criteria1, [criteria_range2,criteria2]...)
LARGE(array, k)
SMALL(array, k)
RANK.EQ(Number, Ref, [Order])

- ◆ Order argument listed as 0 is descending
- ◆ Order argument listed as 1 is ascending

SUMIF(range, criteria, sum_range)
SUMIFS(sum_range,criteria_range1,criteria1,[criteria_range2,criteria2],...)

Reference Functions

HLOOKUP(lookup_value, table_array, row_index_no,[range_lookup_type])
VLOOKUP(lookup_value, table_array, col_index_no, [range_lookup_type])

Financial Functions

FV(rate, nper, pmt, [pv], [type])
NPER(rate, pmt, pv, [fv], [type])
PMT(rate, nper, pv, [fv], [type])
PV(rate, nper, pmt, [fv], [type])
RATE(nper, pmt, pv, [fv], [type])

IF/Nested IFs

IF(logical_test,[value_if_true],[value_if_false])
IF(logical_test,value_if_true,
 IF(logical_test,
 value_if_true,value_if_false))
IFERROR(value, value_if_error)

COUNTIF FUNCTION SYNTAX

Criteria	Criteria Syntax	Example
Number	Type in number	=COUNTIF(C1:C10,5)
Text	Surround text in quotes	=COUNTIF(E1:E10,"USA")
Cell Reference	Type in cell reference	=COUNTIF(G1:G10,A2)
"Hard Coded" Boolean Expression	Surround Boolean expression in quotes	=COUNTIF(I1:I10,">=5")
Wild Card	Use Asterisk	=COUNTIF(M1:M10,"USA*")
Cell Reference Boolean Expression	Surround Boolean expression in quotes and type & before the cell reference	=COUNTIF(K1:K10, ">=" &A2)

Statistical Functions

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APPLIES TO COUNTIF, COUNTIFS, SUMIF, SUMIFS, AVERAGEIF, AND AVERAGEIFS FUNCTIONS