

EXCEL FUNCTION SHEET

EXCEL FUNCTIONS



Logical

AND	Test multiple conditions until all are true
OR	Generate the logical value TRUE
IF	Test for a specific condition
IFERROR	Trap and handle errors
IFNA	Trap and handle #N/A errors
IFNA	Test multiple conditions, return first true
IFNA	Reverse arguments in results
IFNA	Test multiple conditions until all are true
IFNA	Return multiple values, return first error
IFNA	Generate the logical value TRUE
IFNA	Perform exclusive OR

Date and Time

DATE	Create a date with year, month, and day
DATE	Days, months, or years between two dates
DATE	Convert a date in text format to a valid date
DATE	Day as a number (1-31) from a date
DATE	Days between dates
DATE	Days between two dates in a 400-day year
DATE	Shift days or months in future or past
DATE	Full day of month & month in future or past
DATE	Month as a number (1-12) from a date
DATE	ISO week number for a given date
DATE	Minute as a number (0-59) from time
DATE	Month as a number (1-12) from a date
DATE	Number of working days between two dates
DATE	Week days between two dates
DATE	Current date and time
DATE	Second as a number (0-59) from a time
DATE	Create a time with hours, minutes, and seconds
DATE	Get a valid time from a text string
DATE	Current date
DATE	Day of the month as a number
DATE	Week number for a given date
DATE	Days in working days in the future or past
DATE	Days in working days in the future or past
DATE	Full date & time
DATE	Portion of a year between two dates

Lookup and Reference

ADDRESS	Convert cell address from row and column numbers
ADDRESS	Get the number of rows in a reference
ADDRESS	Get a value from a list based on position
ADDRESS	Get the column number of a reference
ADDRESS	Get number of columns in an array or reference
ADDRESS	Return first value from a data type
ADDRESS	Get the formula in a cell
ADDRESS	Return data from a given table in a formula
ADDRESS	Look up a value in a table arranged horizontally
ADDRESS	Convert to absolute link

Text

CONCAT	Get a value in a list or table based on location
CONCAT	Create a reference from text
CONCAT	Look up a value in a one column range
CONCAT	Get the position of an item in an array
CONCAT	Create a reference from first given starting point
CONCAT	Get the row number of a reference
CONCAT	Get the number of rows in an array or reference
CONCAT	Wiggle the number of ranges of cells
CONCAT	Convert a value in a table to matching first column

Text

CHAR	Get a character from a number
CHAR	Strip non-printable characters from text
CHAR	Get the code for a character
CHAR	Join text values without delimiter
CHAR	Join text together
CHAR	Convert a number to text in currency format
CHAR	Compare two text strings
CHAR	Get location substring in a string
CHAR	Format number as text with fixed decimals
CHAR	Extract text from the left of a string
CHAR	Get the length of text
CHAR	Convert text to lower case
CHAR	Extract text from inside a string
CHAR	Convert text to number with custom separator
CHAR	Capitalize the first letter in each word
CHAR	Replace text based on location
CHAR	Replace text as specified
CHAR	Extract text from the right of a string
CHAR	Get the location of substring in a string
CHAR	Replace text based on position
CHAR	Convert a number to text in a number format
CHAR	Get text value with a formula
CHAR	Remove extra spaces from text
CHAR	Get Unicode character by number
CHAR	Get number from Unicode character
CHAR	Convert text to upper case
CHAR	Convert text to a number

Dynamic Array

INDEX	Converts array or range to a one string
INDEX	Apply function to columns
INDEX	Apply function to row
INDEX	Return specific columns from an array
INDEX	Return specific rows from an array
INDEX	Remove portion of an array
INDEX	Repeat array by adding rows or columns
INDEX	Match output with given criteria
INDEX	Combine output of array horizontally
INDEX	Create custom function
INDEX	Assign variables inside formula
INDEX	Create array with calculated values



STDEV	Get standard deviation of a sample
STDEV	Get standard deviation of population
STDEV	Get standard deviation for a population
STDEV	Calculate mean including outliers
STDEV	Get variance of a sample
STDEV	Get variance of population
STDEV	Get variance of a sample
STDEV	Get variance of a sample
STDEV	Get variance of a population
STDEV	Get variance of a population

Database

DAVERAGE	Get average from matching records
DAVERAGE	Count matching records in a database
DAVERAGE	Count matching records in a database
DAVERAGE	Get value from matching record
DAVERAGE	Get row from matching records
DAVERAGE	Get row from matching records
DAVERAGE	Get product from matching records
DAVERAGE	Get the deviation of sample in matching records
DAVERAGE	Get the deviation of population in matching records
DAVERAGE	Get row from matching records
DAVERAGE	Get sample variance for matching records
DAVERAGE	Get population variance for matching records

Web

WEBSERVICE	Get JSON, spreadsheet using
WEBSERVICE	Get data from Web with XPath
WEBSERVICE	Get data from a web service

■ Improve productivity within MS Excel by learning these functions

■ Includes short description of each function and grouped to assist with accessibility

■ Designed for A5 paper size, so print these out and keep them close by



Microsoft Excel Functions Cheat Sheet

Sabine Zange



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