

# EXCEL FUNCTION SHEET

## EXCEL FUNCTIONS



### Logical

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

### Date and Time

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

### Lookup and Reference

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

### Text

<b>CONCAT</b>	Get a value in a list or table based on location
<b>CONCAT</b>	Create a reference from text
<b>CONCAT</b>	Look up a value in a pivot table range
<b>CONCAT</b>	Get the position of an item in an array
<b>CONCAT</b>	Create a reference from first given starting point
<b>CONCAT</b>	Get the row number of a reference
<b>CONCAT</b>	Get the number of rows in an array or reference
<b>CONCAT</b>	Copy the contents of a range of cells
<b>CONCAT</b>	Convert a value in a table to matching first column

### Text

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

### Dynamic Array

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



<b>STDEV</b>	Get standard deviation of a sample
<b>STDEV</b>	Get standard deviation of population
<b>STDEV</b>	Get standard deviation for a population
<b>STDEV</b>	Calculate mean including outliers
<b>STDEV</b>	Get variance of a sample
<b>STDEV</b>	Get variance of population
<b>STDEV</b>	Get variance of a sample
<b>STDEV</b>	Get variance of a sample
<b>STDEV</b>	Get variance of a population
<b>STDEV</b>	Get variance of a population

### Database

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

### Web

<b>WEBCONVERT</b>	Convert URL, spreadsheet string
<b>WEBCONVERT</b>	Get data from Web with XPath
<b>WEBCONVERT</b>	Get data from a web service

■ Improve productivity within MS Excel by learning these functions

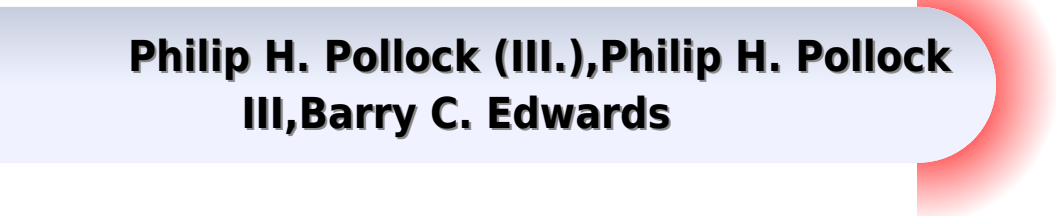
■ Includes short description of each function and grouped to assist with accessibility

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# Microsoft Excel Functions Cheat Sheet

**Philip H. Pollock (III.), Philip H. Pollock  
III, Barry C. Edwards**



## **Microsoft Excel Functions Cheat Sheet:**

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