

See how function formulas (or predefined formulas) let you perform mathematical, statistical, and logical operations that go well beyond the standard referential formulae and are crucial to seeing deeper into your numbers and data. Learn how function formulas work and how best to apply them in a wide range of business applications. Insert function formulas from categories like financial, chronological, mathematical, statistical, logical, database and referential. Combine (or nest) multiple functions to create dynamic calculative results. Learn the important roles relative and absolute formula referencing play in the calculation and operational processes. Added bonus: Specially created essential functions (called UDF's) not normally included with the Excel program.

### SPECIAL TOOLS

- Flash Fill data update / replacement tool.
- Text to Column data string parsing tool.

### FUNCTION FORMULA GROUPS

- TEXT AND LOGICAL
- DATE AND TIME
- LOOKUP AND REFERENCE
- MATH AND TRIG
- STATISTICAL
- DATABASE FINANCIAL

### DATE AND TIME FUNCTIONS

- DATE + DAYS + CEILING
- DAYS360 + EDATE + EOMONTH
- CEILING + NOW + MONTH
- NETWORKDAYS + WORKDAY.INTL
- NETWORKDAYS.INTL + WORKDAY
- WEEKDAY + WEEKNUM + YEAR
- YEARFRAC + TIME + TODAY
- ISOWEekNUM

### LOOKUP AND REFERENCE

- CHOOSE + COLUMN + COLUMNS +
- HLOOKUP + INDEX + VLOOKUP
- INDIRECT + MATCH + OFFSET + ROW
- ROWS + TRANSPOSE + SORT + UNIQUE

### MATH AND TRIG

- ABS + EVEN + ODD + INT + MINVERSE
- MMULT + MOD + MROUND + PI + MMULT
- RAND + RANDBETWEEN + ROUND
- ROUNDDOWN + ROUNDUP + ROMAN
- TRUNC + SUBTOTAL + SUM + SUMIF
- SUMIFS + SUMPRODUCT
- CEILING + FLOOR

### TEXT FUNCTIONS

- CHAR + CONCAT + CONCATENATE
- EXACT + FIND + LEFT + LEN + LOWER
- MID + PROPER + REPLACE + REPT + RIGHT
- SEARCH + SUBSTITUTE + TEXT + TRIM
- TEXTJOIN + UPPER + VALUE

### STATISTICAL

- AVERAGE + AVERAGEA + AVERAGEIF

- AVERAGEIFS + COUNT + COUNTA
- COUNTBLANK + COUNTIF + COUNTIFS
- FREQUENCY + FORECAST.ETS + TREND
- LARGE + MAX + MAXA + MAXIFS + MINIFS
- MEDIAN + MIN + MINA + MODE
- SMALL + RANK.EQ + PERCENTRANK.EXC
- STDEV.P + STDEV.S + VAR.P

### LOGICAL

- AND + AVERAGEIF + AVERAGEIFS + FALSE + ROW
- IF + IFERROR + IFS + NOT + OR + TRUE + COLUMN

### DATABASE FINANCIAL INFORMATION

- DAVERAGE + DB + DCOUNT + DDB
- DMAX + DMIN + DSUM + FV + IPMT
- PMT + PV + SLN + SYD + CUMIPMT + NPER

### COLOR COUNT AND SUM (CREATED BY INSTRUCTOR)

- CSBAND + CSFONT