



# Excel Functions and Formulas Pocketbook (Paperback)

By Ali Akbar

Createspace Independent Publishing Platform, 2017. Paperback. Condition: New. Language: English . Brand New Book \*\*\*\*\* Print on Demand \*\*\*\*\*.Geared toward the intermediate to advanced Excel 2016 user, this pocketbook provides explanations and context for many powerful Excel 2016 spreadsheet formulas and functions. Step-by-step instructions for many formula/function-related features such as using range names, and Excel s troubleshooting features. Focus on clarity, accuracy, and the user s perspective, this guide will be a valuable resource to improve your proficiency in using Microsoft Excel 2016. This guide is suitable as a training handout, or simply an easy to use reference guide. Topics include: Controlling Order of PrecedenceConditionally Summing/Counting Data (SUMIF, COUNTIF)Being Precise (Rounding functions)Improving Clarity with Range Names: Creating Names, Limiting Scope, Defining a Constant or Formula for a Name, Managing Names, Indirectly Referring to a Named Range (INDIRECT)New Functions for Office 365, Mobile Online (CONCAT, TEXTJOIN, IFS, MAXIFS/MINIFS, SWITCH)Merging d104 and Numbers (CONCATENATE, TEXT, LEFT, RIGHT, MID, LEN, FIND, VALUE, TRIM, SUBSTITUTE)Changing Results: IF, AND, OR, NOTTable Lookups (VLOOKUP, HLOOKUP, INDEX, MATCH)Error Recovery (ISNA, ISERROR)Array Formulas (Single Cell Multi-Cell Arrays)Dates and Times (DATE, YEAR, MONTH, DAY, TODAY, WEEKDAY, NETWORKDAYS, EDATE)Using a Formula for Data ValidationTroubleshooting: Types of Errors, Automatic Error Checking,...



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