

# EXCEL FORMULAS CHEAT SHEET

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VLOOKUP

IFERROR

SUMIF

IF

INDEX & MATCH



# LOOKUP FORMULAS



## VLOOKUP

### What does it do?

Searches for a value in the first column of a table array and returns a value in the same row from another column (to the right) in the table array.

### Formula breakdown:

=VLOOKUP(**lookup\_value**, **table\_array**, **col\_index\_num**, [**range\_lookup**])

### What it means:

=VLOOKUP(**this value**, **in this list**, and return me the value in this column number, **I want the Exact Match/FALSE/0**)



## INDEX

### What does it do?

Returns a cell's value from the intersection of a given row and column number

### Formula breakdown:

=INDEX(**array**, **row\_num**, [**column\_num**])

### What it means:

=INDEX(**from this table/range**, **return me the value from this row number**, [**and intersect this column number and return me the value**])



## MATCH

### What does it do?

Returns the position of an item within a list or a range of cells.

### Formula breakdown:

MATCH(**lookup\_value**, **lookup\_array**, [**match\_type**])

### What it means:

MATCH(**lookup this value**, **from this list or range of cells**, return me the **Exact Match position**)

# LOGICAL FORMULAS

## IF

### What does it do?

It returns a value that you set if a condition is met, and a value if it is not met

### Formula breakdown:

= IF(logical Test,value if True,value if False)

### What it means:

=IF(this condition is met, return me this value if it's true, return me this value if it's false)

## IFERROR

### What does it do?

It returns a value that you set if a formula has an error

### Formula breakdown:

=IFERROR(value,value if error)

### What it means:

= IFERROR(if this formula has an error, what do you want to show in place of the error)

# MATH FORMULAS



## SUMIF

### What does it do?

Sums the values in a range that meet a criteria that you specify.

### Formula breakdown:

= SUMIF(range, criteria, [sum\_range] )

### What it means:

= SUMIF(evaluate this range of cells, with this criteria, [sum this range] )



## SUMIFS

### What does it do?

Sums the values in a range that meet multiple criteria that you specify

### Formula breakdown:

= SUMIFS(sum\_range, criteria\_range1, criteria1, criteria\_range2, Criteria2, ... )

### What it means:

= SUMIFS(return the sum from this range of cells, evaluate this range, with this criteria, and evaluate that range, with that criteria, ... )

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