

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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