



Basic Formulas and Calculations



Intro to Formulas





Description	Operator	Excel Formula
Addition	+	= A1 + A2
Subtraction	-	= A1 - A2
Multiplication	*	= A1 * A2
Division	/	= A1 / A2
Percentage	%	= A1%
Exponential	^	= A1 ^ A2

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Avoiding Hardcodes in Formulas



Hardcodes in
formulas are **quick**

=

10.0 x 30.0%

But they are inflexible

Every formula with a tax rate must be found manually



Instead put
each **hardcode**
in **its own cell**

=

A1 x B1



Intro to Functions and Syntax



Formulas calculate
a **cell's value**

=

A1 + A2



Functions are
automated formulas
built into Excel

=

SUM(A1:A2)



Similar to buttons **on a calculator**

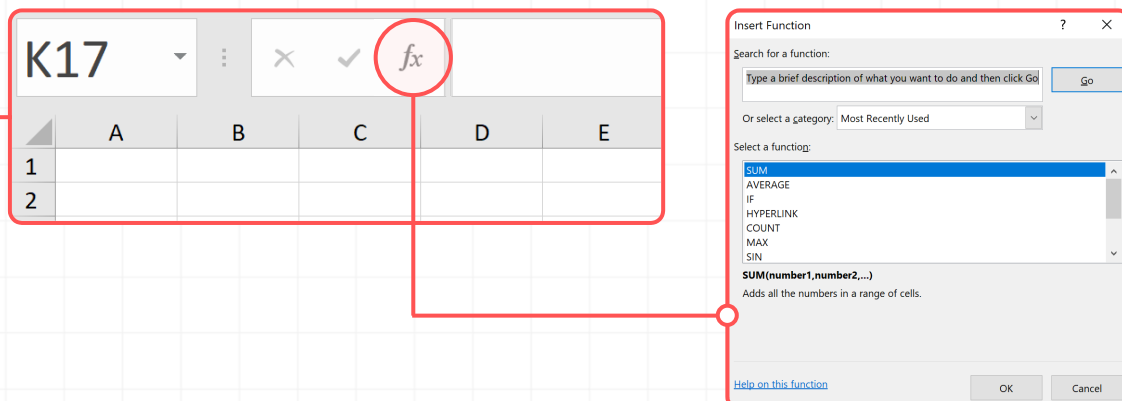


SUM(number1,[number2],...)

Function name

Syntax

Argument

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