



Basic Functions

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COUNT Function

The graphic features a light gray grid background. At the top is a solid gray horizontal bar. Below it, a series of red dashed lines form a stylized 'U' shape, with small red tick marks at the ends of the lines. The text 'COUNT Function' is centered in a bold, red, serif font.

The **COUNT Function** counts the number of **cells containing numbers**



Hard Codes



Cell References



Cell Ranges



Not included



Cells with text or cells with **zeros in errors**

COUNT(value1, [value2], ...)



Typically include a number of cells



MIN Function

MIN functions returns the **smallest number provided**



Hard Coded Number



Cell Reference



Cell Range

Lower of a **number of values**

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



Debt = 1000



Cash available = 200

MIN function would return 200, indicating 200 of debt can be repaid with the cash available

MAX Function



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



Hard Coded Numbers



Named Cells



Links to Cells

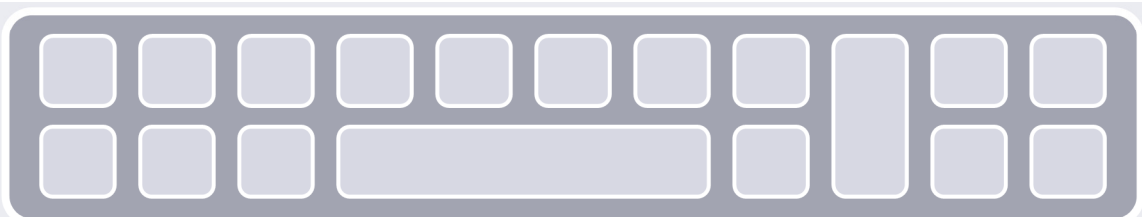
Ignores **Empty Cells** and **Zeros**

Highest sales figure for the year

Providing a **lower limit**

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AVERAGE Function



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



Hard Coded Numbers



Names



Ranges



Cell References

If text is **provided**

Creates error



Average ignores **empty cells**

IF Function

IF

(Something is true, then do something,
otherwise do something else)

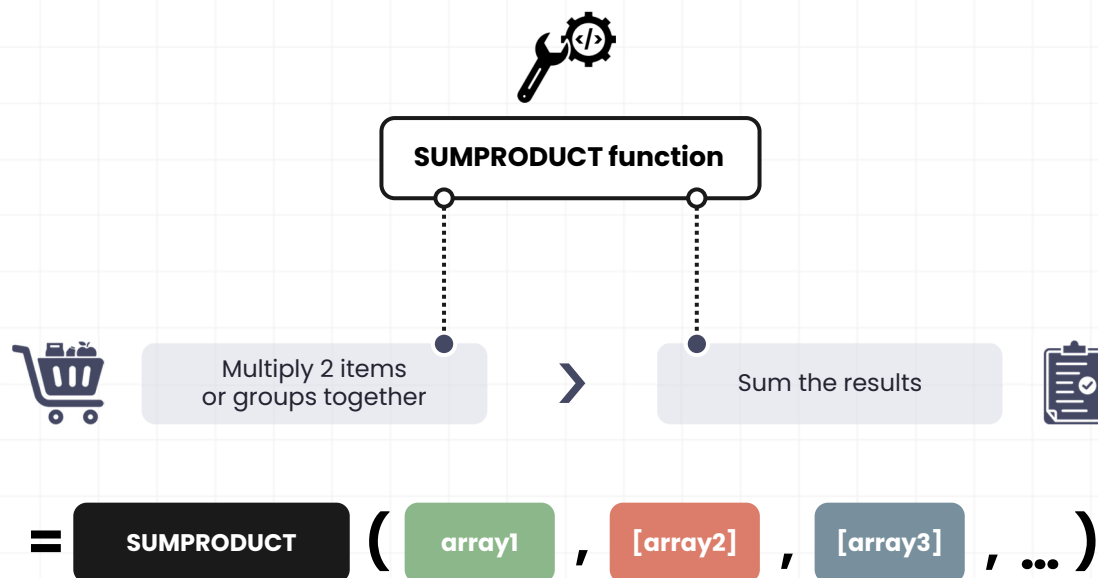
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Description	Operator	Excel Formula
Equals	=	A1 = A2
Greater than	>	A1 > A2
Greater than or equal to	>=	A1 >= A2
Less than	<	A1 < A2
Less than or equal to	<=	A1 <= A2
Does not equal	<>	A1 <> A2

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SUMPRODUCT Function

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SUMPRODUCT function



Removes an **intermediate step**

A	B	C	D	E	F	G
4	Workout 1					
5	Calculate total sales.					
6	Calculate it first using the intermediate step.					
7	Then calculate it directly from the inputs using SUMPRODUCT, avoiding the intermediate step.					
8						
9		Units sold	Price per unit	Total sales		
10		15.0	10.0	150.0	=C10*D10	
11		39.0	11.0	429.0	=C11*D11	
12		47.0	9.0	423.0	=C12*D12	
13		25.0	10.0	250.0	=C13*D13	
14		6.0	9.0	54.0	=C14*D14	
15		5.0	11.0	55.0	=C15*D15	
16		38.0	10.0	380.0	=C16*D16	
17	Total			1,741.0	=SUM(E10:E16)	
18						
19	Total using SUMPRODUCT			1,741.0	=SUMPRODUCT(C10:C16,D10:D16)	

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SUMPRODUCT with Add, Subtract and Divide

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Using Other Operators

Instead of multiplying and then summing, SUMPRODUCT can replace the commas with **arithmetic operators** *, /, +, - and then **sum the results as normal**

	A	B	C	D	E	F	G	H
101	Workout 7							
102	Calculate profit.							
103	Calculate it first using the intermediate column "profit".							
104	Then calculate it directly from the inputs using SUMPRODUCT, avoiding the intermediate step.							
105								
106			Sales	Costs	Profit			
107			3,000.0	2,000.0	1,000.0	=C107-D107		
108			6,000.0	4,500.0	1,500.0	=C108-D108		
109			4,500.0	3,600.0	900.0	=C109-D109		
110	Total profit				3,400.0	=SUM(E107:E109)		
111								
112	Total profit using SUMPRODUCT				3,400.0	=SUMPRODUCT(C107:C109-D107:D109)		

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Using Conditions



SUMPRODUCT can apply conditions to select a subset of data before **calculating the normal multiplication** and **sum**



This can also be done with the:

SUMIF function

SUMIFS function

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