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ISBN: 978-0-7356-5802-8



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# Microsoft® Excel® 2010 Formulas & Functions Inside Out

Egbert Jeschke  
Helmut Reinke  
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ISBN: 978-0-7356-5802-8

2 3 4 5 6 7 8 9 10 LSI 8 7 6 5 4 3

Printed and bound in the United States of America.

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**Cover Design:** Twist Creative • Seattle

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# Contents at a Glance

Chapter 1		Chapter 15	
<b>Solving Problems with Functions</b> . . . . .	<b>1</b>	<b>Financial Functions</b> . . . . .	<b>689</b>
Chapter 2		Chapter 16	
<b>Using Functions and PowerPivot.</b> . . . . .	<b>41</b>	<b>Mathematical and Trigonometry Functions</b> .	<b>809</b>
Chapter 3		Chapter 17	
<b>From Numbers to Formulas.</b> . . . . .	<b>103</b>	<b>Engineering Functions</b> . . . . .	<b>903</b>
Chapter 4		Appendix A	
<b>Formulas and Functions</b> . . . . .	<b>141</b>	<b>Excel Functions (in Alphabetical Order).</b> . . . .	<b>971</b>
Chapter 5		Appendix B	
<b>Functions in Special Operations</b> . . . . .	<b>159</b>	<b>Excel Functions (by Category)</b> . . . . .	<b>993</b>
Chapter 6		Appendix C	
<b>Custom Functions</b> . . . . .	<b>193</b>	<b>What's New in Excel 2007 and Excel 2010.</b> .	<b>1011</b>
Chapter 7			
<b>Date and Time Functions</b> . . . . .	<b>219</b>		
Chapter 8			
<b>Text and Data Functions.</b> . . . . .	<b>255</b>		
Chapter 9			
<b>Logical Functions</b> . . . . .	<b>291</b>		
Chapter 10			
<b>Lookup and Reference Functions</b> . . . . .	<b>307</b>		
Chapter 11			
<b>Information Functions.</b> . . . . .	<b>347</b>		
Chapter 12			
<b>Statistical Functions.</b> . . . . .	<b>379</b>		
Chapter 13			
<b>Database Functions</b> . . . . .	<b>635</b>		
Chapter 14			
<b>Cube Functions.</b> . . . . .	<b>673</b>		





# Table of Contents

	Introduction .....	xix
Chapter 1:	<b>Solving Problems with Functions .....</b>	<b>1</b>
	Introducing the New Functions in Excel 2010 .....	1
	Scenario and Goals .....	1
	The New Way to Work with Data, Formulas, and Functions .....	2
	Creating the Month Data Series .....	2
	Creating an Individual Data Series .....	4
	Entering Test Data Fast .....	7
	Converting Formula Results into Fixed Values .....	8
	Formatting Numeric Values .....	10
	Calculating Profit Margin .....	11
	Formatting Data as a Table .....	12
	Calculating Profit Margin as a Percentage .....	13
	Applying Conditional Formatting .....	18
	Creating Meaningful Charts .....	21
	Creating a Column Chart .....	21
	Creating a Pie Chart .....	24
	Formatting a Chart .....	25
	Working with PivotTables .....	28
	Creating a PivotTable .....	29
	Using a PivotTable .....	31
	Using PivotCharts: Graphical Pivot .....	35
	Creating a PivotChart .....	35
	Changing the Original Data .....	38
Chapter 2:	<b>Using Functions and PowerPivot .....</b>	<b>41</b>
	Using Date and Time Functions .....	41

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The Excel Date System .....	42
Date and Time Number Formats .....	43
Leap Years .....	44
Analysis Functions .....	44
Date and Time Functions in Practice .....	44
Using Text and Data Functions .....	50
Separating Text Strings Such as ZIP Code and Location .....	50
Separating First and Last Names .....	51
Switching the First and Last Names .....	52
Resolving the IBAN .....	53
Calculating the Frequency of a Character in a String .....	54
Removing All Spaces .....	54
Correcting the Position of Signs .....	55
Displaying the File and Worksheet Name .....	55
Concatenating the Content of Cells .....	56
Breaking Lines in Concatenated Text .....	57
Visualizing Data .....	58
Using Logical Functions .....	58
Calculating Profitability .....	59
Using Search and Reference Functions .....	61
Searching Through a Cross Table .....	61
Using Information Functions .....	64
Using Statistical Functions .....	67
Overview .....	67
Statistical Functions in Practice .....	70
Using Database Functions .....	73
Dynamic Database Names .....	73
Database Functions in Practice .....	78
Using Cube Functions .....	80
Using Financial Math Functions .....	84
An Annuity Calculation Example .....	87
Calculating Repayment .....	88
Calculating Exchange Rates .....	89
Investment Appraisal Example .....	89
Amortization Calculation Example .....	90
Using Math and Trigonometry Functions .....	90
Generating Random Test Data .....	91
PowerPivot .....	93
Using PowerPivot in Excel 2010 .....	93
<b>Chapter 3: From Numbers to Formulas .....</b>	<b>103</b>
Entering Formulas .....	103
Operators .....	104
Arithmetic Operators .....	104
Comparison Operators .....	106
The & Text Operator .....	107
Reference Operators .....	108



References in Formulas . . . . .	111
Relative References . . . . .	113
Absolute References . . . . .	113
Mixed References . . . . .	115
What Is a Circular Reference? . . . . .	117
Array Formulas . . . . .	119
Tips and Tricks . . . . .	121
Turning the Formula View On and Off . . . . .	121
Entering Formulas in Several Cells . . . . .	122
Entering Formulas in Several Worksheets . . . . .	122
Selecting Formula Cells . . . . .	122
Determining Which Cells Are Referenced in a Formula . . . . .	123
Copying and Moving Formulas . . . . .	123
Moving Formula Cells . . . . .	125
Copying Formula Cells . . . . .	126
Converting Formula Results into Fixed Values . . . . .	131
Converting Existing Values . . . . .	132
Protecting Formulas . . . . .	132
Hiding Formulas . . . . .	133
Specifying the Formula Calculation Type . . . . .	133
Analyzing Formulas . . . . .	134
Troubleshooting: Example 1 . . . . .	138
Troubleshooting: Example 2 . . . . .	139
<b>Chapter 4: Formulas and Functions . . . . .</b>	<b>141</b>
What Is a Worksheet Function? . . . . .	142
The Syntax of a Function . . . . .	143
Arguments as Arithmetic Data in a Function . . . . .	144
Options for Passing Arguments . . . . .	144
Including Calculations in a Function . . . . .	146
Entering Functions . . . . .	146
Using the Function Wizard . . . . .	148
Hands-On Practice . . . . .	148
Searching for Functions . . . . .	151
Entering Cell References . . . . .	152
Getting Excel Help for Functions . . . . .	152
Specifying Nested Functions . . . . .	153
Editing Formulas . . . . .	155
Tips and Tricks . . . . .	156
Viewing Arguments . . . . .	156
Using a Complex Formula in Several Workbooks . . . . .	156
Partial Calculations in Formulas . . . . .	158
<b>Chapter 5: Functions in Special Operations . . . . .</b>	<b>159</b>
Functions in Names . . . . .	159
Querying Current Information . . . . .	160
Payment Targets as “Text Modules” . . . . .	163
Dynamic Range Names . . . . .	163

Functions for Conditional Formatting . . . . .	166
Highlighting Weekends in Color . . . . .	167
Using the MATCH() Function . . . . .	170
Highlighting Identical Values . . . . .	172
Finding the Differences Between Tables on Different Worksheets . . . . .	174
List Print Layout. . . . .	176
Emphasizing the Top Three Elements . . . . .	177
Highlighting Cells Containing Spaces . . . . .	179
Navigating in Tables with Reference Lines . . . . .	179
Formatting Data Groups . . . . .	182
Formatting Subtotal Results . . . . .	183
Tips for Conditional Formatting in Excel 2003. . . . .	185
Tips and Troubleshooting for Conditional Formatting. . . . .	187
Functions for Validation . . . . .	187
Cell Protection with Validation . . . . .	188
Variable List Areas. . . . .	188
Limiting Input with Formulas . . . . .	190
Avoiding Duplicate Entries . . . . .	190
Displaying Messages upon Field Completion . . . . .	192
Chapter 6: <b>Custom Functions . . . . .</b>	<b>193</b>
Creating a Custom Function . . . . .	194
The AreaCircle() Function. . . . .	196
The AreaQuad() Function. . . . .	203
Functions with Several Arguments. . . . .	203
Functions with Optional Arguments . . . . .	204
Branches with Logical Conditions . . . . .	206
The AreaSect() Function. . . . .	210
Optional Arguments with Default Values. . . . .	210
The DigitSum() Function. . . . .	211
Programming Loops. . . . .	212
The AreaCircle1() Function. . . . .	214
Using Built-in Functions in Custom Functions. . . . .	215
The Functions in the Function Wizard . . . . .	217
Using Your Own Functions . . . . .	217
Saving Functions in Add-Ins. . . . .	218
Chapter 7: <b>Date and Time Functions . . . . .</b>	<b>219</b>
DATE() . . . . .	220
DATEDIF() . . . . .	222
DATEVALUE(). . . . .	224
DAY(). . . . .	225
DAYS360() . . . . .	226
EDATE() . . . . .	228
EOMONTH() . . . . .	230
HOUR(). . . . .	231
MINUTE(). . . . .	232

	MONTH()	233
	NETWORKDAYS()	234
	NETWORKDAYS.INTL()	236
	NOW()	237
	SECOND()	238
	TIME()	239
	TIMEVALUE()	241
	TODAY()	242
	WEEKDAY()	243
	WEEKNUM()	246
	WORKDAY()	247
	WORKDAY.INTL()	249
	YEAR()	251
	YEARFRAC()	252
Chapter 8:	<b>Text and Data Functions</b>	<b>255</b>
	ASC()	256
	BAHTTEXT()	257
	CHAR()	258
	CLEAN()	259
	CODE()	260
	CONCATENATE()	261
	DOLLAR()	262
	EXACT()	264
	FIND(), FINDB()	266
	FIXED()	268
	LEFT(), LEFTB()	269
	LEN(), LENB()	270
	LOWER()	272
	MID(), MIDB()	273
	PHONETIC()	275
	PROPER()	275
	REPLACE(), REPLACEB()	276
	REPT()	278
	RIGHT(), RIGHTB()	279
	SEARCH(), SEARCHB()	281
	SUBSTITUTE()	283
	T()	284
	TEXT()	285
	TRIM()	286
	UPPER()	287
	VALUE()	289
Chapter 9:	<b>Logical Functions</b>	<b>291</b>
	AND()	291
	FALSE()	293
	IF()	296

	IFERROR()	300
	NOT()	301
	OR()	302
	TRUE()	304
Chapter 10:	<b>Lookup and Reference Functions</b>	<b>307</b>
	ADDRESS()	308
	AREAS()	311
	CHOOSE()	312
	COLUMN()	314
	COLUMNS()	315
	GETPIVOTDATA()	316
	HLOOKUP()	316
	HYPERLINK()	319
	INDEX()	320
	INDIRECT()	326
	LOOKUP()	328
	MATCH()	330
	OFFSET()	333
	ROW()	337
	ROWS()	338
	RTD()	339
	TRANSPOSE()	341
	VLOOKUP()	344
Chapter 11:	<b>Information Functions</b>	<b>347</b>
	CELL()	348
	COUNTBLANK()	352
	ERROR.TYPE()	354
	INFO()	356
	ISBLANK()	359
	ISERR()	360
	ISERROR()	361
	ISEVEN()	362
	ISLOGICAL()	364
	ISNA()	365
	ISNONTEXT()	366
	ISNUMBER()	367
	ISODD()	368
	ISREF()	369
	ISTEXT()	371
	N()	372
	NA()	373
	TYPE()	375

Chapter 12: <b>Statistical Functions</b> .....	<b>379</b>
AVEDEV() .....	388
AVERAGE() .....	390
AVERAGEA() .....	392
AVERAGEIF() .....	395
AVERAGEIFS() .....	398
BETA.DIST()/BETADIST() .....	401
BETA.INV()/BETA.INV() .....	403
BINOM.DIST()/BINOMDIST() .....	407
BINOM.INV()/CRITBINOM() .....	411
CHISQ.DIST() .....	413
CHISQ.DIST.RT()/CHIDIST() .....	414
CHISQ.INV() .....	416
CHISQ.INV.RT()/CHIINV() .....	417
CHISQ.TEST()/CHITEST() .....	420
CONFIDENCE.NORM()/CONFIDENCE() .....	423
CONFIDENCE.T() .....	427
CORREL() .....	428
COUNT() .....	431
COUNTA() .....	434
COUNTBLANK() .....	435
COUNTIF() .....	435
COUNTIFS() .....	438
COVAR() .....	441
COVARIANCE.P() .....	444
COVARIANCE.S() .....	445
DEVSQ() .....	446
EXPON.DIST()/EXPONDIST() .....	448
F.DIST() .....	452
F.DIST.RT()/FDIST() .....	453
F.INV() .....	456
F.INV.RT()/FINV() .....	457
F.TEST()/FTEST() .....	460
FISHER() .....	462
FISHERINV() .....	467
FORECAST() .....	468
FREQUENCY() .....	472
GAMMA.DIST()/GAMMADIST() .....	476
GAMMA.INV()/GAMMAINV() .....	481
GAMMALN() .....	482
GAMMALN.PRECISE() .....	484
GEOMEAN() .....	485
GROWTH() .....	487
HARMEAN() .....	491
HYPGEOM.DIST()/HYPGEOMDIST() .....	494

INTERCEPT()	497
KURT()	500
LARGE()	503
LINEST()	506
LOGEST()	511
LOGNORM.DIST()/LOGNORMDIST()	515
LOGNORM.INV()/LOGINV()	518
MAX()	520
MAXA()	521
MEDIAN()	522
MIN()	525
MINA()	526
MODE.SNGL()/MODE()	528
MODE.MULT()	530
NEGBINOM.DIST()/NEGBINOMDIST()	531
NORM.DIST()/NORMDIST()	533
NORM.INV()/NORMINV()	537
NORM.S.DIST()/NORMSDIST()	539
NORM.S.INV()/NORMSINV()	542
PEARSON()	544
PERCENTILE()	548
PERCENTILE.EXC()	550
PERCENTILE.INC()	551
PERCENTRANK()	552
PERCENTRANK.EXC()	554
PERCENTRANK.INC()	555
PERMUT()	556
POISSON.DIST()/POISSON()	558
PROB()	561
QUARTILE()	563
QUARTILE.EXC()	566
QUARTILE.INC()	567
RANK()	568
RANK.AVG()	570
RANK.EQ()	571
RSQ()	572
SKEW()	575
SLOPE()	578
SMALL()	581
STANDARDIZE()	583
STDEV.P()/STDEVP()	585
STDEV.S()/STDEV()	588
STDEVA()	590
STDEVPA()	593
STEYX()	595
T.DIST()	599
T.DIST.RT()	600

	T.DIST.2T()/TDIST()	601
	T.INV()	603
	T.INV.2T()/TINV()	604
	T.TEST()/TTEST()	606
	TREND()	613
	TRIMMEAN()	618
	VAR.P()/VARP()	620
	VAR.S()/VAR()	622
	VARA()	625
	VARPA()	627
	WEIBULL.DIST()/WEIBULL()	629
	Z.TEST()/ZTEST()	632
Chapter 13:	<b>Database Functions</b>	<b>635</b>
	Arguments in Database Functions	636
	Working with Databases and Records	638
	Using Controls	640
	Overview of the Database Functions	640
	Functions in This Chapter	641
	DAVERAGE()	641
	DCOUNT()	643
	DCOUNTA()	645
	DGET()	647
	DMAX()	649
	DMIN()	650
	DPRODUCT()	652
	DSTDEV()	654
	DSTDEVP()	656
	DSUM()	657
	DVAR()	661
	DVARP()	662
	GETPIVOTDATA()	664
Chapter 14:	<b>Cube Functions</b>	<b>673</b>
	CUBEKPIMEMBER()	676
	CUBEMEMBER()	678
	CUBEMEMBERPROPERTY()	681
	CUBERANKEDMEMBER()	682
	CUBESET()	684
	CUBESETCOUNT()	686
	CUBEVALUE()	687
Chapter 15:	<b>Financial Functions</b>	<b>689</b>
	ACCRINT()	695
	ACCRINTM()	697
	AMORDEGRC()	699
	AMORLINC()	702

COUPDAYBS()	704
COUPDAYS()	705
COUPDAYSNC()	707
COUPNCD()	708
COUPNUM()	710
COUPPCD()	711
CUMIPMT()	713
CUMPRINC()	715
DB()	717
DDB()	719
DISC()	720
DOLLARDE()	723
DOLLARFR()	724
DURATION()	725
EFFECT()	727
FV()	729
FVSCHEDULE()	732
INTRATE()	734
IPMT()	736
IRR()	738
ISPMT()	741
MDURATION()	742
MIRR()	744
NOMINAL()	746
NPER()	747
NPV()	750
ODDFPRICE()	752
ODDFYIELD()	755
ODDLPRICE()	757
ODDLYIELD()	759
PMT()	762
PPMT()	765
PRICE()	767
PRICEDISC()	771
PRICEMAT()	774
PV()	776
RATE()	779
RECEIVED()	783
SLN()	785
SYD()	786
TBILLEQ()	788
TBILLPRICE()	789
TBILLYIELD()	790
VDB()	792
XIRR()	794



	XNPV()	796
	YIELD()	799
	YIELDDISC()	803
	YIELDMAT()	806
Chapter 16:	<b>Mathematical and Trigonometry Functions.</b>	<b>809</b>
	Functions for Mathematical Calculations.	810
	Functions for Trigonometry Calculations.	810
	Other Functions	811
	ABS()	813
	ACOS()	814
	ACOSH()	816
	AGGREGATE()	818
	ASIN()	821
	ASINH()	822
	ATAN()	824
	ATAN2()	825
	ATANH()	827
	CEILING()	828
	CEILING.PRECISE()	829
	COMBIN()	830
	COS()	832
	COSH()	834
	DEGREES()	835
	EVEN()	837
	EXP()	838
	FACT()	839
	FACTDOUBLE()	840
	FLOOR()	841
	FLOOR.PRECISE()	842
	GCD()	843
	INT()	845
	LCM()	846
	LN()	847
	LOG()	848
	LOG10()	849
	MDETERM()	850
	MINVERSE()	851
	MMULT()	854
	MOD()	855
	MROUND()	857
	MULTINOMIAL()	858
	ODD()	859
	PI()	859
	POWER()	860

PRODUCT()	862
QUOTIENT()	863
RADIANS()	863
RAND()	865
RANDBETWEEN()	866
ROMAN()	867
ROUND()	869
ROUNDDOWN()	870
ROUNDUP()	872
SERIESSUM()	873
SIGN()	876
SIN()	877
SINH()	879
SQRT()	881
SQRTPI()	882
SUBTOTAL()	883
SUM()	885
SUMIF()	886
SUMIFS()	888
SUMPRODUCT()	890
SUMSQ()	891
SUMX2MY2()	892
SUMX2PY2()	893
SUMXMY2()	895
TAN()	896
TANH()	899
TRUNC()	902

Chapter 17: **Engineering Functions . . . . . 903**

How Engineering Functions Are Organized . . . . .	904
Conversion Functions . . . . .	904
Functions for Complex Numbers . . . . .	905
Functions for Higher Mathematics . . . . .	906
Saltus Functions . . . . .	906
Conversion Functions . . . . .	907
Number Systems . . . . .	907
Binary System . . . . .	908
BIN2DEC() . . . . .	910
BIN2HEX() . . . . .	911
BIN2OCT() . . . . .	912
DEC2BIN() . . . . .	914
DEC2HEX() . . . . .	915
DEC2OCT() . . . . .	917
HEX2BIN() . . . . .	918
HEX2DEC() . . . . .	920
HEX2OCT() . . . . .	921
OCT2BIN() . . . . .	922
OCT2DEC() . . . . .	924
OCT2HEX() . . . . .	925
CONVERT() . . . . .	926

Functions for Complex Numbers	931
The Imaginary Part	932
COMPLEX()	934
IMABS()	935
IMAGINARY()	938
IMARGUMENT()	939
IMCONJUGATE()	940
IMCOS()	940
IMDIV()	941
IMEXP()	942
IMLN()	944
IMLOG10()	945
IMLOG2()	946
IMPOWER()	946
IMPRODUCT()	948
IMREAL()	949
IMSIN()	950
IMSQRT()	950
IMSUB()	952
IMSUM()	953
Functions for Higher Mathematics	954
Bessel Functions	955
Error Integrals	955
BESSELI()	955
BESSELJ()	957
BESSELK()	959
BESSELY()	961
ERF.PRECISE()/ERF()	963
ERFC.PRECISE()/ERFC()	966
Saltus Functions	967
DELTA()	967
GESTEP()	969
Appendix A: <b>Excel Functions (in Alphabetical Order)</b>	<b>971</b>
Appendix B: <b>Excel Functions (by Category)</b>	<b>993</b>
Date and Time Functions	993
Text and Data Functions	994
Logical Functions	996
Lookup and Reference Functions	996
Information Functions	997
Statistical Functions	997
Database Functions	1002
Cube Functions	1003
Financial Functions	1003
Mathematical and Trigonometry Functions	1006
Engineering Functions	1008

Appendix C: <b>What's New in Excel 2007 and Excel 2010</b> .....	<b>1011</b>
New in Excel 2007 .....	1011
New Limits .....	1012
New in Excel 2010 .....	1013
New Functions .....	1014
Support for Calculation Clusters .....	1015
New Solver .....	1015
PowerPivot .....	1015
<b>Index</b> .....	<b>1017</b>

# Introduction

In the beginning there was the idea....The proposal to write about every single Microsoft Excel function with interesting and comprehensible examples came from Helmut Reinke—and everyone on the team agreed. “Yes, this is what Excel users need—a comprehensive reference book with all of the functions.” That was eight years ago, and the enthusiasm hasn’t diminished.

At the beginning of this year, the idea to translate our reference book into English arose. And what could we say? There they were again: the same enthusiasm as in 2007, and along with it the tremendous task of translation. But we have persevered, and now we are really proud and happy to present to you the first edition of our function book in English. Since we wrote the German edition, a couple of small Excel revolutions took place: A few years ago, Excel 2007 was launched with many new properties and possibilities. For a year and a half now, we also have had Excel 2010 at our disposal, which includes even more new possibilities. We will address them partially in this book.

We hope that you, dear reader, will welcome this concept, and that this reference work will give you many ideas and support you when needed.

## Who This Book Is For

Functions are the most powerful tools in Excel. Our goal is to give readers an understanding of every single function with the aid of plausible examples so that everyone can be capable of realizing the inexhaustible possibilities.

So this book is aimed at everyone who is interested in working with Excel—whether you are a beginner or a power user and whether you are using Excel privately or for business. We want to make readers with little experience familiar with the functions so that they will find meaningful scenarios for using them. But we also want to address the reader who is more familiar with Excel, and so we provide several scenarios to help that reader move to the next level of knowledge.

Do you want to calculate the probability of winning the lottery? Do you have to provide a meaningful report of your company’s annual sales? No problem. Let’s get started.

## Assumptions About You

We make a basic assumption that you are generally experienced in working with Microsoft Office and know a few Excel basics. We do not spend time explaining the user interface of Excel and the buttons on the ribbon.

If you are an experienced Excel user, you can just skim over Chapter 1, “Solving Problems with Functions,” and Chapter 2, “Using Functions and PowerPivot.” If you are not so experienced, we hope to give you an idea of the general possibilities offered by Excel. We hope that the many pages you have in front of you will be helpful to you. Use them to your advantage, and if you like the book, please don’t keep your opinion to yourself. Write to us and let us know what you like about it, and especially what we should improve.

We promise that we will be here for you if you have questions or are running into problems. You can write to us at: [info@mindbusiness.de](mailto:info@mindbusiness.de).

## How This Book Is Organized

All the functions have been tested in Microsoft Office Excel 2000 through Excel 2010. With the exception of characteristics specific to Excel 2007 and Excel 2010, most descriptions can even be used with Excel 97. Where necessary, we added comments regarding the particularities of the different versions.

The book is divided into four sections.

### Introducing Formulas and Functions in Excel

The first section contains Chapters 1 through 4. They describe working with Excel, provide a general introduction to using Excel 2010, and give you a first look at formulas and functions. For beginners and experts alike, we have outlined the use of formulas and table functions with all the important notes, instructions, tips, and tricks.

Because we consider the Excel 2010 PowerPivot add-in quite extraordinary, we have introduced it briefly in this section. It has relatively little to do with spreadsheet functions, but we still wanted to acquaint you with it.

### Creating Your Own Solutions in Excel

Chapter 5, “Functions in Special Operations,” and Chapter 6, “Custom Functions,” show that you can do a lot more with most functions than just use them in a worksheet. You can create and program your own functions.

Chapter 5 provides examples for using special functions in names and conditional formatting, as well as for validity and data checks. We hope you will find many ideas and clues for your own Excel solutions here.

Chapter 6 introduces you to programming in Excel. You can create any custom functions in Excel and then use them just like the built-in functions.

## Functions

Chapters 7 through 17 provide the descriptions of the main Excel functions:

- Chapter 7, "Date and Time Functions"
- Chapter 8, "Text and Data Functions"
- Chapter 9, "Logical Functions"
- Chapter 10, "Lookup and Reference Functions"
- Chapter 11, "Information Functions"
- Chapter 12, "Statistical Functions"
- Chapter 13, "Database Functions"
- Chapter 14, "Cube Functions" (new in Excel 2007)
- Chapter 15, "Financial Functions"
- Chapter 16, "Mathematical and Trigonometry Functions"
- Chapter 17, "Engineering Functions"

## Appendices

This book includes three appendices: Appendix A and Appendix B list the functions alphabetically and categorically (respectively), and Appendix C explains what is new in Excel 2007 and Excel 2010.

And now we wish you lots of success for your work with Microsoft Excel!

## Features and Conventions Used in This Book

This book uses special text and design conventions to make it easier for you to find the information you need.

### Text Conventions

Convention	Meaning
Abbreviated commands for navigating the ribbon	For your convenience, this book uses abbreviated commands. For example, “Click Home, Insert, Insert Cells” means that you should click the Home tab on the ribbon, then click the Insert button, and finally click the Insert Cells command.
<b>Boldface type</b>	<b>Boldface</b> indicates text that you type.
Initial Capital Letters	The first letters of the names of tabs, dialog boxes, dialog box elements, and commands are capitalized. Example: the Save As dialog box.
<i>Italicized type</i>	<i>Italicized type</i> indicates new terms.
Plus sign (+) in text	Keyboard shortcuts are indicated by a plus sign (+) separating key names. For example, Ctrl+Alt+Delete means that you press the Ctrl, Alt, and Delete keys at the same time.

### Design Conventions

#### INSIDE OUT

An example of an “Inside Out” heading

These are the book’s signature tips. In these tips, you get the straight scoop on what’s going on with the software—inside information about why a feature works the way it does. You’ll also find handy workarounds to deal with software problems.

#### Sidebar

Sidebars provide helpful hints, timesaving tricks, or alternative procedures related to the task being discussed.

**See Also** Cross-references point you to locations in the book that offer additional information about the topic being discussed.



**CAUTION!**

Cautions identify potential problems that you should look out for when you're completing a task or that you must address before you can complete a task.

**Note**

Notes offer additional information related to the task being discussed.

Certain parts of the text are specially marked to draw your attention to important comments. We have used the following categories:

<b>Category</b>	<b>Meaning</b>
Note	Additional information about this topic that's worth knowing
Important	Makes you aware of facts you must know and keep in mind
Tip	Tips and tricks regarding the current context

## Your Companion eBook

The eBook edition of this book allows you to:

- Search the full text
- Print
- Copy and paste

To download your eBook, please see the instruction page at the back of this book.

## Using the Sample Files

You'll find the sample files that are used in this book at:

*<http://www.microsoftpressstore.com/title/9780735658028>*

**Important**

The Microsoft Excel 2010 software is not available from this website. You should purchase and install that software before using this book.

**Tip**

Microsoft offers special updates and file converters for opening an Excel 2007 and Excel 2010 workbook in a previous Excel versions (97–2003). If the converters are not installed with the Office update, you might be prompted to install them when opening an Excel 2007 or Excel 2010 workbook.

After you install the updates and the converter, you can open Excel 2007 and Excel 2010 workbooks. You can edit and save the workbooks. However, the new features and formats of Excel 2007 and Excel 2010 are not displayed in previous Excel versions. You will find detailed information at the following Microsoft website: <http://office.microsoft.com/en-us/excel/HA100775611031.aspx>

You should also read the information that is provided for the sample files in each chapter.

The following table lists the names of the sample files that are used in the book. Because some users who are working with older Excel versions (Excel 2000 through Excel 2003) might not be able to open the new file formats of Excel 2007 and Excel 2010 (.xlsx, .xlsm, and so on), the sample files are provided in both formats: .xls (Excel 97 through Excel 2003) and .xlsx (Excel 2007 and Excel 2010).

**Important**

When you open a sample file in Excel and then close Excel, you can save the file in the same format or in a different format. By default, Excel offers the standard format again. However, if you choose the standard format (\*.xlsx), Excel will display a message box that contains the information that you are going to save your work as a macro-free workbook. You should click No and save your work in a macro-enabled file type (\*.xlsm).

Chapter Folder	Workbook/Worksheet Name	Location and/or Description
Chapter01	Excel_Example.xls or Excel_Example.xlsx	Chapter01 folder
	Excel_Pivot_Data.xls or Excel_Pivot_Data.xlsx	Chapter01 folder
Chapter02	InformationFunctions.xls or InformationFunctions.xlsx	Chapter02 folder
	Date_Time.xls or Date_Time.xlsx	Chapter02 folder
	Text_Data.xls or Text_Data.xlsx	Chapter02 folder

Chapter Folder	Workbook/Worksheet Name	Location and/or Description
	DifferentialCalculation.xls or DifferentialCalculation.xlsx	Chapter02 folder
	Lookup.xls or Lookup.xlsx	Chapter02 folder
	Practice_Statistics.xls or Practice_Statistics.xlsx	Chapter02 folder
	DBFunction empty.xls or DBFunction empty.xlsx	Chapter02 folder
	Practice_Database.xls or Practice_Database.xlsx	Chapter02 folder
	Financial mathematics.xls or Financial mathematics.xlsx	Chapter02 folder
	Math.xls or Math.xlsx	Chapter02 folder
Chapter03	Arithmetic Operators	Chapter03.xls or Chapter03.xlsx
	Priority	Chapter03.xls or Chapter03.xlsx
	Comparison Operators	Chapter03.xls or Chapter03.xlsx
	Text Operator	Chapter03.xls or Chapter03.xlsx
	Relative Reference	Chapter03.xls or Chapter03.xlsx
	Absolute Reference	Chapter03.xls or Chapter03.xlsx
	Mixed Reference	Chapter03.xls or Chapter03.xlsx
	Array Formula	Chapter03.xls or Chapter03.xlsx
Chapter05	Fct_Names	Chapter05_Names.xls or Chapter05_Names.xlsx
	Comparison	Chapter05_CF.xls or Chapter05_CF.xlsx
	Training	Chapter05_Names.xls or Chapter05_Names.xlsx
	Weekend	Chapter05_CF.xls or Chapter05_CF.xlsx
	Holidays	Chapter05_CF.xls or Chapter05_CF.xlsx
	Accident1, Accident2	Chapter05_CF.xls or Chapter05_CF.xlsx
	Print Layout	Chapter05_CF.xls or Chapter05_CF.xlsx
	Top3	Chapter05_CF.xls or Chapter05_CF.xlsx
	Empty	Chapter05_CF.xls or Chapter05_CF.xlsx
	Credit	Chapter05_CF.xls or Chapter05_CF.xlsx
	Groups	Chapter05_CF.xls or Chapter05_CF.xlsx
	Subtotals	Chapter05_CF.xls or Chapter05_CF.xlsx
	Depending list, Paygrouplist	Chapter05_DV.xls or Chapter05_DV.xlsx
	Duplicates	Chapter05_DV.xls or Chapter05_DV.xlsx
	Completed	Chapter05_DV.xls or Chapter05_DV.xlsx

<b>Chapter Folder</b>	<b>Workbook/Worksheet Name</b>	<b>Location and/or Description</b>
Chapter06	Circle	Geometry.xls or Geometry.xlsm
	Fundamentals	Geometry.xls or Geometry.xlsm
	Quadrilateral	Geometry.xls or Geometry.xlsm
	Sector of a circle	Geometry.xls or Geometry.xlsm
Chapter07	WORKDAY	Date_Time.xls or Date_Time.xlsx
	WORKDAY.INTL	Date_Time.xlsx
	Practice	Date_Time.xls or Date_Time.xlsx
	YEARFRAC	Date_Time.xls or Date_Time.xlsx
	DATEDIF	Date_Time.xls or Date_Time.xlsx
	DATE	Date_Time.xls or Date_Time.xlsx
	DATEVALUE	Date_Time.xls or Date_Time.xlsx
	EDATE	Date_Time.xls or Date_Time.xlsx
	TODAY	Date_Time.xls or Date_Time.xlsx
	YEAR	Date_Time.xls or Date_Time.xlsx
	NOW	Date_Time.xls or Date_Time.xlsx
	WEEKNUM	Date_Time.xls or Date_Time.xlsx
	MINUTE	Date_Time.xls or Date_Time.xlsx
	MONTH	Date_Time.xls or Date_Time.xlsx
	EOMONTH	Date_Time.xls or Date_Time.xlsx
	NETWORKDAYS	Date_Time.xls or Date_Time.xlsx
	NETWORKDAYS.INTL	Date_Time.xlsx
	SECOND	Date_Time.xls or Date_Time.xlsx
	HOUR	Date_Time.xls or Date_Time.xlsx
	DAY	Date_Time.xls or Date_Time.xlsx
DAYS360	Date_Time.xls or Date_Time.xlsx	
WEEKDAY	Date_Time.xls or Date_Time.xlsx	
TIME	Date_Time.xls or Date_Time.xlsx	
TIMEVALUE	Date_Time.xls or Date_Time.xlsx	
Chapter08	ASC	Text_Data.xls or Text_Data.xlsx
	BAHTTEXT	Text_Data.xls or Text_Data.xlsx
	CODE	Text_Data.xls or Text_Data.xlsx
	DOLLAR	Text_Data.xls or Text_Data.xlsx
	REPLACE	Text_Data.xls or Text_Data.xlsx
	FIXED	Text_Data.xls or Text_Data.xlsx
	FIND	Text_Data.xls or Text_Data.xlsx

Chapter Folder	Workbook/Worksheet Name	Location and/or Description
	TRIM	Text_Data.xls or Text_Data.xlsx
	UPPER	Text_Data.xls or Text_Data.xlsx
	PROPER	Text_Data.xls or Text_Data.xlsx
	EXACT	Text_Data.xls or Text_Data.xlsx
	LOWER	Text_Data.xls or Text_Data.xlsx
	LEN	Text_Data.xls or Text_Data.xlsx
	LEFT	Text_Data.xls or Text_Data.xlsx
	RIGHT	Text_Data.xls or Text_Data.xlsx
	CLEAN	Text_Data.xls or Text_Data.xlsx
	SEARCH	Text_Data.xls or Text_Data.xlsx
	T	Text_Data.xls or Text_Data.xlsx
	MID	Text_Data.xls or Text_Data.xlsx
	TEXT	Text_Data.xls or Text_Data.xlsx
	CONCATENATE	Text_Data.xls or Text_Data.xlsx
	SUBSTITUTE	Text_Data.xls or Text_Data.xlsx
	VALUE	Text_Data.xls or Text_Data.xlsx
	REPT	Text_Data.xls or Text_Data.xlsx
	CHAR	Text_Data.xls or Text_Data.xlsx
Chapter09	Samples	Logical_values.xls or Logical_values.xlsx
	Properties and Interpretation	Logical_values.xls or Logical_values.xlsx
	IF	Logical_values.xls or Logical_values.xlsx
Chapter10	Address.xls or Address.xlsx	Chapter10 folder
	Offset.xls or Offset.xlsx	Chapter10 folder
	References.xls or References.xlsx	Chapter10 folder
	Misc	References.xls or References.xlsx
	Index	References.xls or References.xlsx
	MTRANS	References.xls or References.xlsx
	exampleRTD.xls, exampleRTD.xlsx, or exampleRTD.xlsm, exampleRTD.dll	Chapter10 folder
	Column-Row	References.xls or References.xlsx
	LOOKUP	Lookups.xls or Lookups.xlsx
	test.doc or test.docx	Chapter10 folder
	VLOOKUP	Lookups.xls or Lookups.xlsx
	MATCH	Lookups.xls or Lookups.xlsx
	HLOOKUP	Lookups.xls or Lookups.xlsx

Chapter Folder	Workbook/Worksheet Name	Location and/or Description
Chapter11	Misc	Informations.xls or Informations.xlsm
	Error	Informations.xls or Informations.xlsm
	Info	Informations.xls or Informations.xlsm
	IS-functions	Informations.xls or Informations.xlsm
	ISEVEN	Informations.xls or Informations.xlsm
	ISODD	Informations.xls or Informations.xlsm
	NA	Informations.xls or Informations.xlsm
	Cell	Informations.xls or Informations.xlsm
Chapter12	INTERCEPT	Regression.xls or Regression.xlsx
	RSQ	Regression.xls or Regression.xlsx
	BETAINV or BETA.INV	Probability.xls or Probability.xlsx
	BETADIST or BETA.DIST	Probability.xls or Probability.xlsx
	BINOM.INV	Probability.xlsx
	BINOMDIST or BINOM.DIST	Probability.xls or Probability.xlsx
	CHINV or CHI.INV	Probability.xls or Probability.xlsx
	CHISQ.INV or CHISQ.INV.RT	Probability.xlsx
	CHITEST or CHI.TEST or CHISQ.TEST	Probability.xls or Probability.xlsx
	CHIDIST or CHISQ.DIST or CHISQ.DIST.RT	Probability.xls or Probability.xlsx
	CRITBINOM	Probability.xls or Probability.xlsx
	EXPONDIST or EXPON.DIST	Probability.xls or Probability.xlsx
	FINV or F.INV or F.INV.RT	Probability.xls or Probability.xlsx
	FISHER	Probability.xls or Probability.xlsx
	FISHERINV or FISHER.INV	Probability.xls or Probability.xlsx
	FTEST or F.TEST	Probability.xls or Probability.xlsx
	FDIST or F.DIST or F.DIST.RT	Probability.xls or Probability.xlsx
	GAMMAINV or GAMMA.INV	Probability.xls or Probability.xlsx
	GAMMALN	Probability.xls or Probability.xlsx
	GAMMALN.PRECISE	Probability.xls or Probability.xlsx
GAMMADIST or GAMMA.DIST	Probability.xls or Probability.xlsx	
GEOMEAN	Average.xls or Average.xlsx	
TRIMMEAN	Average.xls or Average.xlsx	
ZTEST or Z.TEST	Probability.xls or Probability.xlsx	
HARMEAN	Average.xls or Average.xlsx	

Chapter Folder	Workbook/Worksheet Name	Location and/or Description
	Web access	WEBACCESS.xls or WEBACCESS.xlsx
	COUNT	Count.xls or Count.xlsx
	COUNTA	Count.xls or Count.xlsx
	COUNTBLANK	Count.xls or Count.xlsx
	FREQUENCY	Count.xls or Count.xlsx
	HYPGEOMDIST or HYPGEOM.DIST	Probability.xls or Probability.xlsx
	LARGE	Count.xls or Count.xlsx
	SMALL	Count.xls or Count.xlsx
	CONFIDENCE or CONFIDENCE.NORM	Probability.xls or Probability.xlsx
	CONFIDENCE.T	Probability.xls or Probability.xlsx
	CORREL	Probability.xls or Probability.xlsx
	COVAR	Regression.xls or Regression.xlsx
	COVARIANCE.P	Regression.xls or Regression.xlsx
	COVARIANCE.S	Regression.xls or Regression.xlsx
	KURT	Symmetry.xls or Symmetry.xlsx
	LOGINV or LOGNORM.INV	Probability.xls or Probability.xlsx
	LOGNORMDIST or LOGNORM.DIST	Probability.xls or Probability.xlsx
	MAX&MIN	Count.xls or Count.xlsx
	MAXA&MINA	Count.xls or Count.xlsx
	MEDIAN	Average.xls or Average.xlsx
	AVEDEV	Variance.xls or Variance.xlsx
	AVERAGE	Average.xls or Average.xlsx
	AVERAGEA	Average.xls or Average.xlsx
	AVERAGEIF	Average.xls or Average.xlsx
	AVERAGEIFS	Average.xlsx
	MODE or MODE.SNGL	Average.xls or Average.xlsx
	MODE.MULT	Average.xlsx
	NEGBINOMDIST or NEGBINOM.DIST	Probability.xls or Probability.xlsx
	NORMINV or NORM.INV	Probability.xls or Probability.xlsx
	NORMSINV or NORM.S.INV	Probability.xls or Probability.xlsx
	NORMDIST, NORMSDIST or NORM.DIST or NORM.S.DIST	Probability.xls or Probability.xlsx

Chapter Folder	Workbook/Worksheet Name	Location and/or Description
	PEARSON	Regression.xls or Regression.xlsx
	POISSON or POISSON.DIST	Probability.xls or Probability.xlsx
	PERCENTILE	Average.xls or Average.xlsx
	PERCENTILE.INC or PERCENTILE.EXC	Average.xlsx
	PERCENTRANK	Average.xls or Average.xlsx
	PERCENTRANK.INC or PERCENTRANK.EXC	Average.xlsx
	QUARTILE	Average.xls or Average.xlsx
	QUARTILE.INC or QUARTILE.EXC	Average.xlsx
	RANK	Count.xls or Count.xlsx
	RANK.EQ	Count.xlsx
	RANK.AVG	Count.xlsx
	LINEST	Regression.xls or Regression.xlsx
	LOGEST	Regression.xls or Regression.xlsx
	FORECAST	Regression.xls or Regression.xlsx
	SKEW	Symmetry.xls or Symmetry.xlsx
	STDEV or STDEV.S	Variance.xls or Variance.xlsx
	STDEVA	Variance.xlsx
	STDEVP or STDEV.P	Variance.xls or Variance.xlsx
	STDEVPA	Variance.xlsx
	STANDARDIZE	Probability.xls or Probability.xlsx
	SLOPE	Regression.xls or Regression.xlsx
	STEYX	Probability.xls or Probability.xlsx
	DEVSQ	Regression.xls or Regression.xlsx
	TINV or T.INV or T.INV.2T	Probability.xls or Probability.xlsx
	TREND	Regression.xls or Regression.xlsx
	TTEST or T.TEST	Probability.xls or Probability.xlsx
	TDIST or T.DIST or T.DIST.2T	Probability.xls or Probability.xlsx
	T.DIST.RT	Probability.xlsx
	VAR or VAR.S	Variance.xls or Variance.xlsx
	VARA	Variance.xls or Variance.xlsx
	VARP or VAR.P	Variance.xls or Variance.xlsx
	VARPA	Variance.xls or Variance.xlsx
	GROWTH	Regression.xls or Regression.xlsx



Chapter Folder	Workbook/Worksheet Name	Location and/or Description
	PERMUT	Probability.xls or Probability.xlsx
	PROB	Probability.xls or Probability.xlsx
	WEIBULL or WEIBULL.DIST	Probability.xls or Probability.xlsx
	COUNTIF	Count.xls or Count.xlsx
	COUNTIFS	Count.xlsx
Chapter13	Raw data	DBFUNCTION_empty.xls or DBFUNCTION_empty.xlsx
	DCOUNT	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DCOUNTA	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DGET	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DMAX or DMIN	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DAVERAGE	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DPPRODUCT	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DSTDEV	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DSTDEVP	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DSUM	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DVAR	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	DVARP	DBFUNCTION2.xls or DBFUNCTION2.xlsx
	GETPIVOTDATA	DBFUNCTION2.xls or DBFUNCTION2.xlsx
Chapter14	Cube Test.cub	Use the offline cube file to test the cube functions without Microsoft Analysis Services
	offline cubeTest.xlsx	This workbook contains the example applications for the cube functions
	offLine.odc	Use the office data connection file to access data through workbook connections
	offLine.oqy	Use the office data connection file to access data through Microsoft Query

<b>Chapter Folder</b>	<b>Workbook/Worksheet Name</b>	<b>Location and/or Description</b>
Chapter15	AMORDEGRC	Depreciation Calculation.xls or Depreciation Calculation.xlsx
	AMORLINC	Depreciation Calculation.xls or Depreciation Calculation.xlsx
	ACCRINT	Simple Interest Calculation.xls or Simple Interest Calculation.xlsx
	ACCRINTM	Simple Interest Calculation.xls or Simple Interest Calculation.xlsx
	Bill of Exchange	Simple Interest Calculation.xls or Simple Interest Calculation.xlsx
	PV	Compound Interest Calculation.xls or Compound Interest Calculation.xlsx; Repayment Calculation.xls or Repayment Calculation.xlsx; Annuity Calculation.xls or Annuity Calculation.xlsx
	SYD	Depreciation Calculation.xls or Depreciation Calculation.xlsx
	Treasury Bonds	Simple Interest Calculation.xls or Simple Interest Calculation.xlsx
	DURATION	Price Calculation.xls or Price Calculation.xlsx
	EFFECT	Compound Interest Calculation.xls or Compound Interest Calculation.xlsx
	DDB	Depreciation Calculation.xls or Depreciation Calculation.xlsx
	DB	Depreciation Calculation.xls or Depreciation Calculation.xlsx
	IRR	Investment Calculation.xls or Investment Calculation.xlsx
	ISPMT	Simple Interest Calculation.xls or Simple Interest Calculation.xlsx
	PRICE	Price Calculation.xls or Price Calculation.xlsx
	SLN	Depreciation Calculation.xls or Depreciation Calculation.xlsx
	MDURATION	Price Calculation.xls or Price Calculation.xlsx
NPV	Investment Calculation.xls or Investment Calculation.xlsx	

Chapter Folder	Workbook/Worksheet Name	Location and/or Description
	DOLLARFR	Other.xls or Other.xlsx
	DOLLARDE	Other.xls or Other.xlsx
	MIRR	Investment Calculation.xls or Investment Calculation.xlsx
	YIELD	Price Calculation.xls or Price Calculation.xlsx
	YIELDMAT	Simple Interest Calculation.xls or Simple Interest Calculation.xlsx
	PMT	Annuity Calculation.xls or Annuity Calculation.xlsx
	TBILL	Simple Interest Calculation.xls or Simple Interest Calculation.xlsx
	ODDFPRICE	Price Calculation.xls or Price Calculation.xlsx
	ODDFYIELD	Price Calculation.xls or Price Calculation.xlsx
	ODDLPRICE	Simple Interest Calculation.xls or Simple Interest Calculation.xlsx
	ODDLYIELD	Simple Interest Calculation.xls or Simple Interest Calculation.xlsx
	VDB	Found in Depreciation Calculation.xls or Depreciation Calculation.xlsx
	XIRR	Investment Calculation.xls or Investment Calculation.xlsx
	XNPV	Investment Calculation.xls or Investment Calculation.xlsx
	RATE	Compound Interest Calculation.xls or Compound Interest Calculation.xlsx; Annuity Calculation.xls or Annuity Calculation.xlsx
	PRICE and YIELD	Price Calculation.xls or Price Calculation.xlsx
	FV	Compound Interest Calculation.xls or Compound Interest Calculation.xlsx; Annuity Calculation.xls or Annuity Calculation.xlsx; Repayment Calculation.xls or Repayment Calculation.xlsx
	FVSCHEDULE	Compound Interest Calculation.xls or Compound Interest Calculation.xlsx

Chapter Folder	Workbook/Worksheet Name	Location and/or Description
	NPER	Compound Interest Calculation.xls or Compound Interest Calculation.xlsx; Annuity Calculation.xls or Annuity Calculation.xlsx; or Repayment Calculation.xls or Repayment Calculation.xlsx
Chapter16	AGGREGATE.xlsx	Chapter16 folder
	ARRAY_FUNCTION	Chapter16.xls or Chapter16.xlsx
	ARRAY_FUNCTION2	Chapter16.xls or Chapter16.xlsx
	ATAN2	Chapter16.xls or Chapter16.xlsx
	COMBIN	Chapter16.xls or Chapter16.xlsx
	Data&Chart and Example	ACosH.xls or ACosH.xlsx
	Data&Chart	ASinH.xls or ASinH.xlsx
	Data&Chart	ATanH.xls or ATanH.xlsx
	Data&Chart and Example	CosH.xls or CosH.xlsx
	Data&Chart and Distribution	SinH.xls or SinH.xlsx
	Data&Chart and Water waves	TanH.xls or TanH.xlsx
	EXP	Chapter16.xls or Chapter16.xlsx
	EXP_LOG_LN	Chapter16.xls or Chapter16.xlsx
	FACT	Chapter16.xls or Chapter16.xlsx
	FLOOR	Chapter16.xls or Chapter16.xlsx
	GCD_LCM	Chapter16.xls or Chapter16.xlsx
	LOG_LN	Chapter16.xls or Chapter16.xlsx
	MOD	Chapter16.xls or Chapter16.xlsx
	POWER	Chapter16.xls or Chapter16.xlsx
	PRODUCT	Chapter16.xls or Chapter16.xlsx
	PRODUCT_SUM	Chapter16.xls or Chapter16.xlsx
	RAND	Chapter16.xls or Chapter16.xlsx
	ROMAN	Chapter16.xls or Chapter16.xlsx
	ROUND	Chapter16.xls or Chapter16.xlsx
	ROUNDUP	Chapter16.xls or Chapter16.xlsx
	Seriessum	Seriessum.xls or Seriessum.xlsx
	SIGN	Chapter16.xls or Chapter16.xlsx
	SIN_COS	Chapter16.xls or Chapter16.xlsx
	SQRT	Chapter16.xls or Chapter16.xlsx

Chapter Folder	Workbook/Worksheet Name	Location and/or Description
	SUBTOTAL	Chapter16.xls or Chapter16.xlsx
	SUBTOTAL2	Chapter16.xls or Chapter16.xlsx
	SUMIF	Chapter16.xls or Chapter16.xlsx
	SUMIFS	Chapter16.xls or Chapter16.xlsx
	SUMIFS2	Chapter16.xls or Chapter16.xlsx
	SUMPRODUCT	Chapter16.xls or Chapter16.xlsx
	SUMXY	Chapter16.xls or Chapter16.xlsx
	trigon	Chapter16.xls or Chapter16.xlsx
Chapter 17	Binary	Numbers.xls or Numbers.xlsx
	Decimal	Numbers.xls or Numbers.xlsx
	Hexadecimal	Numbers.xls or Numbers.xlsx
	Octal	Numbers.xls or Numbers.xlsx
	Sheet1	Convert.xls or Convert.xlsx
	Complex	Complex.xls or Complex.xlsm
	BESSEL I and Chart	Bessel_I.xls or Bessel_I.xlsx
	BESSEL J and Chart	Bessel_J.xls or Bessel_J.xlsx
	Bessel K and Chart	Bessel_K.xls or Bessel_K.xlsx
	Bessel Y and Chart	Bessel_Y.xls or Bessel_Y.xlsx
	Data and Chart	Gauss.xls or Gauss.xlsx
	Sheet1	Delta.xls or Delta.xlsx
	Longjump	GESTEP.xls or GESTEP.xlsx

## Acknowledgments

In this introduction we would like to thank our editors Kenyon Brown and Thomas Braun-Wiesholler at O'Reilly Media and Kathy Krause at Online Training Solutions, Inc. (OTSI) for their inspiration, patience, and effort. The first edition of this book we published eight years ago in German for Microsoft Excel users in Germany, Austria, and Switzerland. Now we are proud to present you with our book translated into English. It was a great experience to transfer all of the chapters and sample files to readers in the United States and all over the world. Sometimes it was easy because we could remove the German-specific and European-specific topics. Other times it was challenging to find the U.S. analogy for some topics and samples. None of us is a native speaker, but with the great teamwork of the O'Reilly translators and editors, we learned a lot.

We have tried to bring you substantiated descriptions, practical examples, and solutions in all chapters, and to present the wide range of material without errors. Whether we have succeeded in fulfilling our own requirements is up to you to decide. We are realists and know that a book like this can always be improved in spite of all our efforts. We are therefore looking forward to receiving your critiques, suggestions, and notes.

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# Solving Problems with Functions

Introducing the New Functions in Excel 2010.....	1	Calculating Profit Margin .....	11
Scenario and Goals.....	1	Formatting Data as a Table.....	12
The New Way to Work with Data, Formulas, and Functions .....	2	Calculating Profit Margin as a Percentage .....	13
Entering Test Data Fast.....	7	Applying Conditional Formatting .....	18
Converting Formula Results into Fixed Values.....	8	Creating Meaningful Charts .....	21
Formatting Numeric Values .....	10	Working with PivotTables .....	28
		Using PivotCharts: Graphical Pivot .....	35

**T**his chapter introduces Microsoft Excel and its functions. There are more practical examples with detailed function descriptions in Chapters 7 to 17 of this book.

First you will become familiar with Excel 2010, because there have been some notable changes since Excel 2007. Even if you are already using Excel 2010, you should be able to find some interesting points and suggestions.

## Introducing the New Functions in Excel 2010

Microsoft Excel 2010 includes several new functions, many of which are introduced in the following Profit Margin example. Calculating a profit margin is important for price calculations and for planning operating results. By calculating the profit margin, you can build a decision-oriented cost accounting system.

## Scenario and Goals

The Contoso, Ltd. company wants to evaluate and analyze its profit margins, focusing on overall percentages and variances. After you complete this example, you should be able to perform the following actions in Excel:

- Automatically fill in a month series and create your own fill styles
- Enter formulas
- Work with tables and style sheets

- Format cells
- Add and format graphics and charts
- Create a PivotTable and PivotChart

### Sample Files

Use the Profit margin, Namerows, and Table profit margin worksheets in the Excel\_Example.xls or Excel\_Example.xlsx sample file. The sample files are found in the Chapter01 folder. For more information about the sample files, see the section titled “Using the Sample Files” on page xxiii.

## The New Way to Work with Data, Formulas, and Functions

In this section, you will learn how to effectively work with Excel 2010 and explore the new possibilities.

### Creating the Month Data Series

To quickly create a list of all months of the year, perform the following steps:

1. Select File/New and click Create to open an empty Excel workbook.
2. Enter the following text in columns A2 through E2 (see Figure 1-1):
  - ⊠ **Month** (A2)
  - m **Purchase** (B2)
  - m **Sales** (C2)
  - ⊠ **Profit margin** (D2)

	A	B	C	D
1				
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>	<b>Profit margin</b>

Figure 1-1 Naming the table columns.



3. To enter the names of the months, you will use the fill feature. Start by entering **January** in cell A3.
4. Select cell A3 and point to the small square in the lower-right corner of the selected cell, the fill handle (see Figure 1-2). The mouse pointer changes to a black crosshair pointer.

	A	B
1		
2	<b>Month</b>	<b>Purchase</b>
3	<b>January</b>	

Figure 1-2 The fill handle for extending the data series.

5. Drag the crosshairs into cell A14. While you drag the crosshairs down, you will see the names of the months in the preview (see Figure 1-3).

	A	B
1		
2	<b>Month</b>	<b>Purchase</b>
3	<b>January</b>	
4		
5		March
6		
7		

Figure 1-3 The months are added by using the fill handle.

6. Release the mouse button in cell A14 to display all months from January through December (see Figure 1-4).

	A
1	
2	Month
3	January
4	February
5	March
6	April
7	May
8	June
9	July
10	August
11	September
12	October
13	November
14	December

Figure 1-4 The names of the months are automatically filled in.

## Creating an Individual Data Series

This feature can be used to fill rows or columns; it works for weekdays, months, and dates. To fill a number series, fill in the first two numbers in the sequence manually, select the two completed cells, and then drag the fill handle. The function can also be useful if you want to create your own data or AutoFill series. For example, if you don't want to enter a list of sales managers over and over again, you can define your own AutoFill list:

1. Click the last sheet tab at the bottom of the workbook, which is the one with the new sheet symbol, to open a new sheet. Alternatively, you can press the Ctrl+F11 key combination.
2. Enter **Sales manager** in a free cell.
3. Enter the names of the sales managers in the cells below the Sales manager title (see Figure 1-5).

	A
1	Sales manager
2	Jay Hamlin
3	Lori Penor
4	Ben Andrews
5	Michael Patten
6	Roxanne Kenison
7	Chris Sells

Figure 1-5 Creating a custom data series.

4. Select the range containing the names.
5. Click the File tab and select Options (see Figure 1-6).

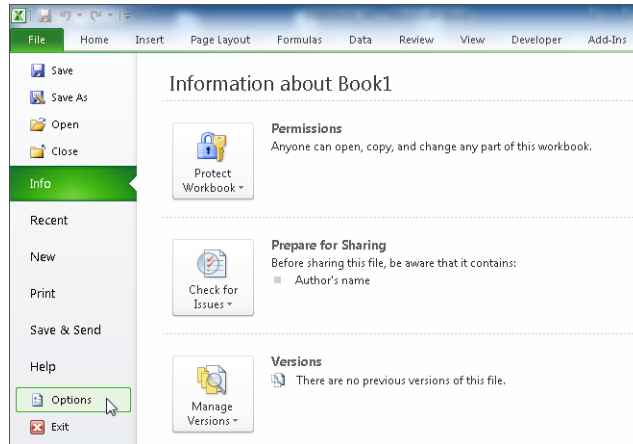


Figure 1-6 Selecting Excel options.

6. In the Excel Options dialog box, select the Advanced category and click Edit Custom Lists in the General section (see Figure 1-7).

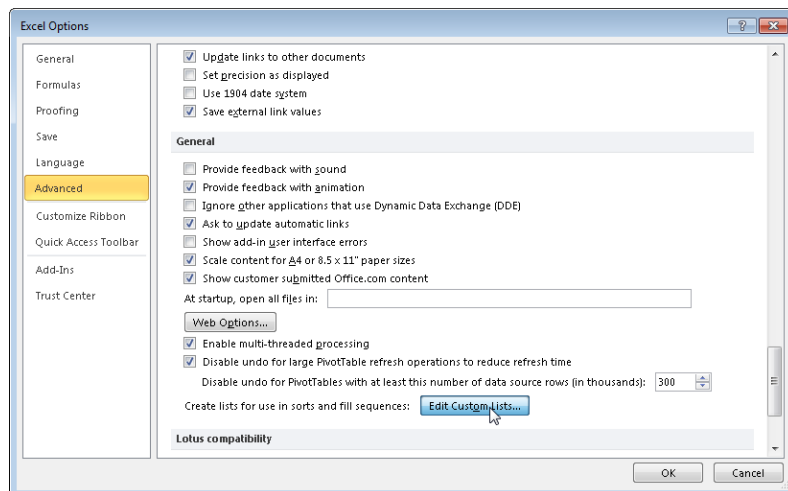
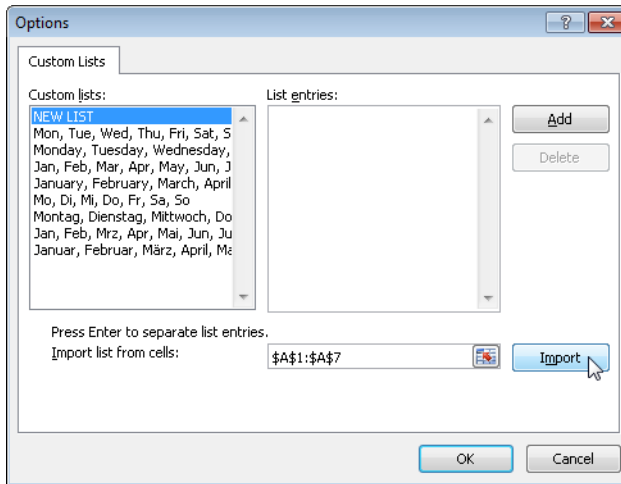


Figure 1-7 Opening frequently used lists.

**Tip**

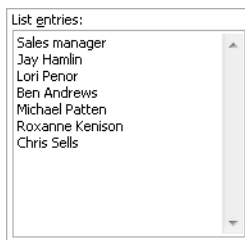
In Excel 2003, the Excel options are located in the Custom menu. In Excel 2007, you can access the options from the Microsoft Office button, and in Excel 2010 they are on the File tab. Click Excel Options or Options, respectively.

7. Make sure that the cell reference for the selected list is displayed in the Import List From Cells field, and click Import (see Figure 1-8).



**Figure 1-8** Specifying the cell range to be imported.

The elements in the selected list are added to the List Entries field (see Figure 1-9).



**Figure 1-9** The list entries are added.

8. Click OK twice.

Now you have to enter only the name of one sales manager in a cell and drag the fill handle in the desired direction to generate the list of the sales managers on any spreadsheet. The series is created automatically.

This strategy gives you almost unlimited possibilities for creating a data series.

## Entering Test Data Fast

Now let's return to the scenario described earlier in the chapter, in the section titled "Scenario and Goals." To complete the table with sales and purchase values, you need a set of sample data so that you can create and check the example. A convenient way to do this is to generate a set of random data by using the `RANDBETWEEN()` function.

1. Select cell B3 in the Excel sheet that contains the table you created previously.
2. Enter the following function: `=RANDBETWEEN(1000,500000)`. The values 1000 and 500000 indicate the minimum and maximum values and are divided by the comma (see Figure 1-10).

	A	B
1		
2	Month	Purchase
3	January	=RANDBETWEEN(1000,500000)
4	February	
5	March	

Figure 1-10 Working with formulas.

3. Press the Enter key. A random number from 1,000 through 500,000 appears in the cell (see Figure 1-11).

	A	B
1		
2	Month	Purchase
3	January	178314

Figure 1-11 The `RANDBETWEEN` function calculates a random value.

4. Select the cell and double-click the fill handle. The Purchase column is automatically filled through December (see Figure 1-12).

	A	B	C
1			
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>
3	<b>January</b>	178314	
4	<b>February</b>	100419	
5	<b>March</b>	181190	
6	<b>April</b>	60947	
7	<b>May</b>	66849	
8	<b>June</b>	57386	
9	<b>July</b>	2957	
10	<b>August</b>	4410	
11	<b>September</b>	183933	
12	<b>October</b>	102958	
13	<b>November</b>	172501	
14	<b>December</b>	83044	

Figure 1-12 Values are added within seconds.

5. Edit the table however you want.

## Converting Formula Results into Fixed Values

To ensure that the random values in the Purchase and Sales columns don't change, create a permanent copy of the entries by performing the following steps:

1. Select the cells in the Purchase column from January through December.
2. Point to the right edge of the selected column. The pointer changes into an arrow.
3. Click the right mouse button and drag the selection to the right and back. The movement is illustrated by a dashed line (see Figure 1-13).

	A	B	C
1			
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>
3	<b>January</b>	178,314.00	
4	<b>February</b>	100,419.00	
5	<b>March</b>	181,190.00	
6	<b>April</b>	60,947.00	
7	<b>May</b>	66,849.00	
8	<b>June</b>	57,386.00	
9	<b>July</b>	2,957.00	
10	<b>August</b>	4,410.00	
11	<b>September</b>	183,933.00	
12	<b>October</b>	102,958.00	
13	<b>November</b>	172,501.00	
14	<b>December</b>	83,044.00	

Figure 1-13 The selected values are moved to the right and back.

### Tip Use the Paste Values icon

If you are working with Excel 2010, there is an easier way to copy the values. Copy the values in the Purchase column, and then paste them by opening the Paste menu and clicking the Paste Values icon (see Figure 1-14).

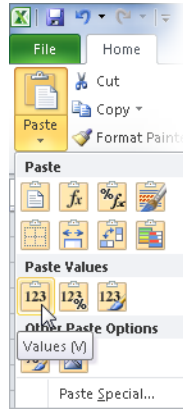


Figure 1-14 The Paste Values icon.

4. When the selection is back in the original position, release the mouse button and select Copy Here As Values Only in the shortcut menu (see Figure 1-15).

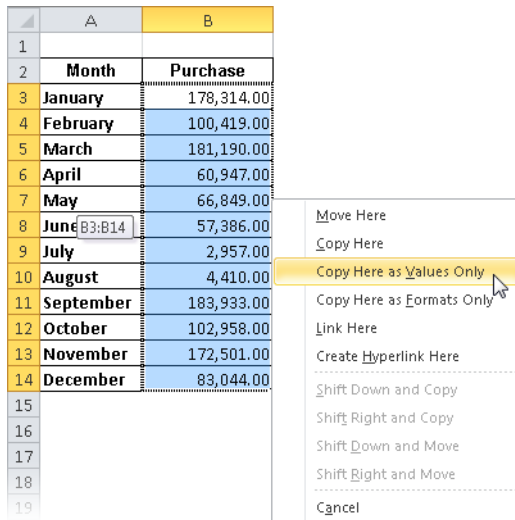


Figure 1-15 Converting numbers into fixed values.

The random values in the column are now fixed values and not formula-generated.

- Repeat these steps and those in the section titled “Entering Test Data Fast” for the values in the Sales column, after you generate a fixed set of random values there, too.

## Formatting Numeric Values

To format the numeric values in the Purchase and Sales columns as currency values, perform the following steps:

- Select the cells B3 to C14.
- Click the Accounting Number Format button in the Number group on the Home Tab (see Figure 1-16).

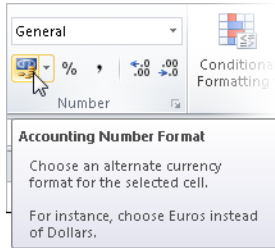


Figure 1-16 Formatting numbers as dollar values.

The selected values are automatically displayed as decimal numbers with two decimal places, in the currency format (see Figure 1-17).

	A	B	C
1			
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>
3	<b>January</b>	\$ 178,314.00	\$ 219,572.00
4	<b>February</b>	\$ 100,419.00	\$ 205,043.00
5	<b>March</b>	\$ 181,190.00	\$ 385,835.00
6	<b>April</b>	\$ 60,947.00	\$ 201,285.00
7	<b>May</b>	\$ 66,849.00	\$ 213,776.00
8	<b>June</b>	\$ 57,386.00	\$ 397,653.00
9	<b>July</b>	\$ 2,957.00	\$ 283,100.00
10	<b>August</b>	\$ 4,410.00	\$ 334,551.00
11	<b>September</b>	\$ 183,933.00	\$ 247,343.00
12	<b>October</b>	\$ 102,958.00	\$ 362,121.00
13	<b>November</b>	\$ 172,501.00	\$ 340,069.00
14	<b>December</b>	\$ 83,044.00	\$ 379,739.00

Figure 1-17 The numbers are displayed as dollar amounts.



# Calculating Profit Margin

To calculate the profit margin, do the following:

1. Click in cell D3 and subtract the Purchase amount from the Sales amount. To do this, enter an equal sign (=) in cell D3, click in cell C3, enter a minus sign (-) and then click in cell B3 (see Figure 1-18).

SUM				
	A	B	C	D
1				
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>	<b>Profit margin</b>
3	January	\$ 178,314.00	\$ 219,572.00	=C3-B3

Figure 1-18 Subtracting values.

2. Press the Enter key.
3. Double-click the fill handle to calculate the profit margin through December (see Figure 1-19).

	A	B	C	D
1				
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>	<b>Profit margin</b>
3	January	\$ 178,314.00	\$ 219,572.00	\$ 41,258.00
4	February	\$ 100,419.00	\$ 205,043.00	\$ 104,624.00
5	March	\$ 181,190.00	\$ 385,835.00	\$ 204,645.00
6	April	\$ 60,947.00	\$ 201,285.00	\$ 140,338.00
7	May	\$ 66,849.00	\$ 213,776.00	\$ 146,927.00
8	June	\$ 57,386.00	\$ 397,653.00	\$ 340,267.00
9	July	\$ 2,957.00	\$ 283,100.00	\$ 280,143.00
10	August	\$ 4,410.00	\$ 334,551.00	\$ 330,141.00
11	September	\$ 183,933.00	\$ 247,343.00	\$ 63,410.00
12	October	\$ 102,958.00	\$ 362,121.00	\$ 259,163.00
13	November	\$ 172,501.00	\$ 340,069.00	\$ 167,568.00
14	December	\$ 83,044.00	\$ 379,739.00	\$ 296,695.00

Figure 1-19 The profit margin is calculated for all months.

## Formatting Data as a Table

In Excel 2007 and Excel 2010, a selection of preset table formats can be readily accessed from the ribbon.

1. Select the cells containing the entire table (A2:D14).
2. On the Home tab, click the Format As Table button in the Style group and select one of the table layouts shown in Figure 1-20.

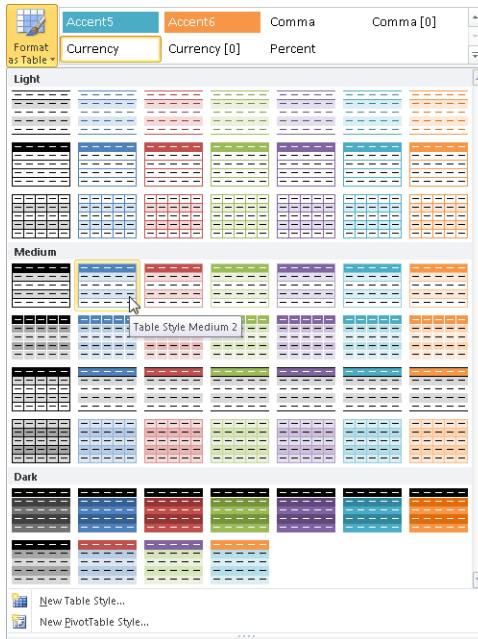


Figure 1-20 Table formats in Excel 2007 and Excel 2010.

3. The Create Table dialog box shows the range to be formatted (see Figure 1-21). Click OK.

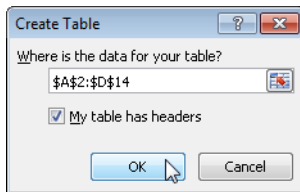


Figure 1-21 Confirming the table range to be formatted.

The table is formatted in the selected layout (see Figure 1-22).

	A	B	C	D
1				
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>	<b>Profit margin</b>
3	<b>January</b>	\$ 178,314.00	\$ 219,572.00	\$ 41,258.00
4	<b>February</b>	\$ 100,419.00	\$ 205,043.00	\$ 104,624.00
5	<b>March</b>	\$ 181,190.00	\$ 385,835.00	\$ 204,645.00
6	<b>April</b>	\$ 60,947.00	\$ 201,285.00	\$ 140,338.00
7	<b>May</b>	\$ 66,849.00	\$ 213,776.00	\$ 146,927.00
8	<b>June</b>	\$ 57,386.00	\$ 397,653.00	\$ 340,267.00
9	<b>July</b>	\$ 2,957.00	\$ 283,100.00	\$ 280,143.00
10	<b>August</b>	\$ 4,410.00	\$ 334,551.00	\$ 330,141.00
11	<b>September</b>	\$ 183,933.00	\$ 247,343.00	\$ 63,410.00
12	<b>October</b>	\$ 102,958.00	\$ 362,121.00	\$ 259,163.00
13	<b>November</b>	\$ 172,501.00	\$ 340,069.00	\$ 167,568.00
14	<b>December</b>	\$ 83,044.00	\$ 379,739.00	\$ 296,695.00

Figure 1-22 Formatting tables in only a few steps.

After you have formatted the data as a table, you can use the filter options that have been placed in the table header.

## INSIDE OUT

### Format data as a table for added functionality

Formatting data as a table provides a convenient way to arrange the information neatly and concisely and also provides access to additional table features.

## Calculating Profit Margin as a Percentage

This section explains how to calculate the profit margin as a percentage for the full year. To do this, perform the following steps:

1. Select cell D15, which is below the profit margin for December.
2. On the Home tab, in the Editing group, click the AutoSum button (see Figure 1-23).

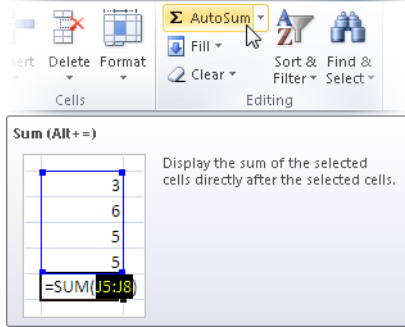


Figure 1-23 Calculating the sum with one mouse click.

The sum is automatically calculated and displayed in the Profit Margin column (see Figure 1-24).

	A	B	C	D
1				
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>	<b>Profit margin</b>
3	<b>January</b>	\$ 178,314.00	\$ 219,572.00	\$ 41,258.00
4	<b>February</b>	\$ 100,419.00	\$ 205,043.00	\$ 104,624.00
5	<b>March</b>	\$ 181,190.00	\$ 385,835.00	\$ 204,645.00
6	<b>April</b>	\$ 60,947.00	\$ 201,285.00	\$ 140,338.00
7	<b>May</b>	\$ 66,849.00	\$ 213,776.00	\$ 146,927.00
8	<b>June</b>	\$ 57,386.00	\$ 397,653.00	\$ 340,267.00
9	<b>July</b>	\$ 2,957.00	\$ 283,100.00	\$ 280,143.00
10	<b>August</b>	\$ 4,410.00	\$ 334,551.00	\$ 330,141.00
11	<b>September</b>	\$ 183,933.00	\$ 247,343.00	\$ 63,410.00
12	<b>October</b>	\$ 102,958.00	\$ 362,121.00	\$ 259,163.00
13	<b>November</b>	\$ 172,501.00	\$ 340,069.00	\$ 167,568.00
14	<b>December</b>	\$ 83,044.00	\$ 379,739.00	\$ 296,695.00
15				\$ 2,375,179.00
16				

Figure 1-24 Simplified calculation options with table formatting.

### Tip Choose calculations options

Did you notice the arrow to the right of the sum field? Click the arrow to open a menu, select one of the different options, and view the result (see Figure 1-25).

C	D
<b>Sales</b>	<b>Profit margin</b>
\$ 219,572.00	\$ 41,258.00
\$ 205,043.00	\$ 104,624.00
\$ 385,835.00	\$ 204,645.00
\$ 201,285.00	\$ 140,338.00
\$ 213,776.00	\$ 146,927.00
\$ 397,653.00	\$ 340,267.00
\$ 283,100.00	\$ 280,143.00
\$ 334,551.00	\$ 330,141.00
\$ 247,343.00	\$ 63,410.00
\$ 362,121.00	\$ 259,163.00
\$ 340,069.00	\$ 167,568.00
\$ 379,739.00	\$ 296,695.00
	<b>\$ 2,375,179.00</b>

None
Average
Count
Count Numbers
Max
Min
<b>Sum</b>
StdDev
Var
More Functions...

Figure 1-25 The calculation options for table ranges.

3. Create the profit margin percentage in the column next to the Profit Margin column. When you enter the text in column E, the table formatting is automatically extended to the additional column (see Figure 1-26).

D	E
<b>Profit margin</b>	<b>Profit margin (%)</b>
\$ 41,258.00	
\$ 104,624.00	

Figure 1-26 Adding columns to the table.

- Press the Enter key. The column is added to the table automatically and inherits the table layout (see Figure 1-27).

D	E
Profit margin 1	Profit margin (%)
\$ 41.258,00	
\$ 104.624,00	

Figure 1-27 New columns are automatically adjusted to the table layout.

- To calculate the profit margin as a percentage for January, click cell E3 (Profit Margin (%) column, January row).
- The formula is “the profit margin of January divided by the total profit margin.” To enter this in the cell, click cell D3 after the equal sign, type a forward slash, and then click cell D15 (see Figure 1-28).

SUM					
A	B	C	D	E	
1					
2	Month	Purchase	Sales	Profit margin	Profit margin (%)
3	January	\$ 178,314.00	\$ 219,572.00	\$ 41,258.00	=[@[Profit margin]]/
4	February	\$ 100,419.00	\$ 205,043.00	\$ 104,624.00	D15
5	March	\$ 181,190.00	\$ 385,835.00	\$ 204,645.00	0.09
6	April	\$ 60,947.00	\$ 201,285.00	\$ 140,338.00	0.06
7	May	\$ 66,849.00	\$ 213,776.00	\$ 146,927.00	0.06
8	June	\$ 57,386.00	\$ 397,653.00	\$ 340,267.00	0.14
9	July	\$ 2,957.00	\$ 283,100.00	\$ 280,143.00	0.12
10	August	\$ 4,410.00	\$ 334,551.00	\$ 330,141.00	0.14
11	September	\$ 183,933.00	\$ 247,343.00	\$ 63,410.00	0.03
12	October	\$ 102,958.00	\$ 362,121.00	\$ 259,163.00	0.11
13	November	\$ 172,501.00	\$ 340,069.00	\$ 167,568.00	0.07
14	December	\$ 83,044.00	\$ 379,739.00	\$ 296,695.00	0.12
15				\$ 2,375,179.00	

Figure 1-28 In Excel 2007 and Excel 2010, formulas include table values.

- Press the Enter key to confirm. Because the data has been formatted as a table, the formula entered is automatically applied to all cells in the Profit Margin (%) column (see Figure 1-29).

D	E
<b>Profit margin</b>	<b>Profit margin (%)</b>
\$ 41,258.00	0.02
\$ 104,624.00	0.04
\$ 204,645.00	0.09
\$ 140,338.00	0.06
\$ 146,927.00	0.06
\$ 340,267.00	0.14
\$ 280,143.00	0.12
\$ 330,141.00	0.14
\$ 63,410.00	0.03
\$ 259,163.00	0.11
\$ 167,568.00	0.07
\$ 296,695.00	0.12
<b>\$ 2,375,179.00</b>	

Figure 1-29 The formula is applied to all cells in the column.

8. Select the numeric values in the Profit Margin (%) column, and click the Percent Style button in the Number group on the Home Tab (see Figure 1-30).

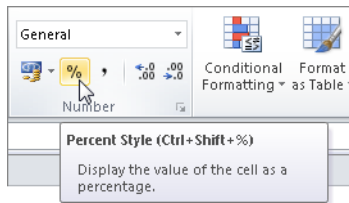


Figure 1-30 Numbers are displayed as percentages.

The values are now displayed as percentages (see Figure 1-31).

E
<b>Profit margin (%)</b>
2%
4%
9%
6%
6%
14%
12%
14%
3%
11%
7%
12%

Figure 1-31 The profit margins as percentages.

## Applying Conditional Formatting

To make data easier to interpret, use the conditional formatting feature to automatically format the data. With conditional formats, values are selected if they meet certain criteria, and the cell range is formatted accordingly. Conditional formats visually highlight the distribution and variation of data.

With regard to our example, the condition could be “Format in green all cells in the Profit Margin column that contain a value of at least \$200,000.” To enter this format, perform the following steps:

1. Select the cell range in the Profit Margin column.
2. Click the Conditional Formatting button in the Style group on the Home tab, and then click New Rule (see Figure 1-32).

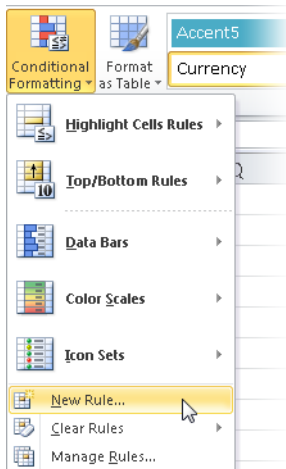


Figure 1-32 Creating a new rule.

3. In the New Formatting Rule dialog box, under Select A Rule Type, select Format Only Cells That Contain.
4. Specify the settings in the Edit The Rule Description pane. Select Cell Value and Greater Than Or Equal To in the list boxes.
5. Enter the value **200000** in the third field (see Figure 1-33).



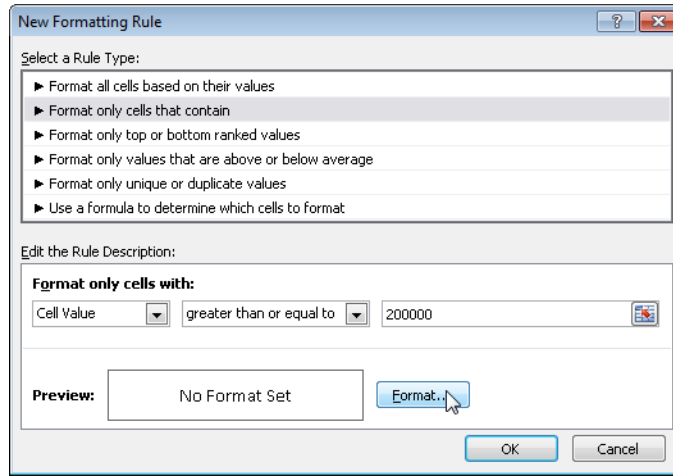


Figure 1-33 Defining the formatting rule.

6. Click the Format button.
7. Click the Fill tab of the Format Cells dialog box, and select a background color (see Figure 1-34).

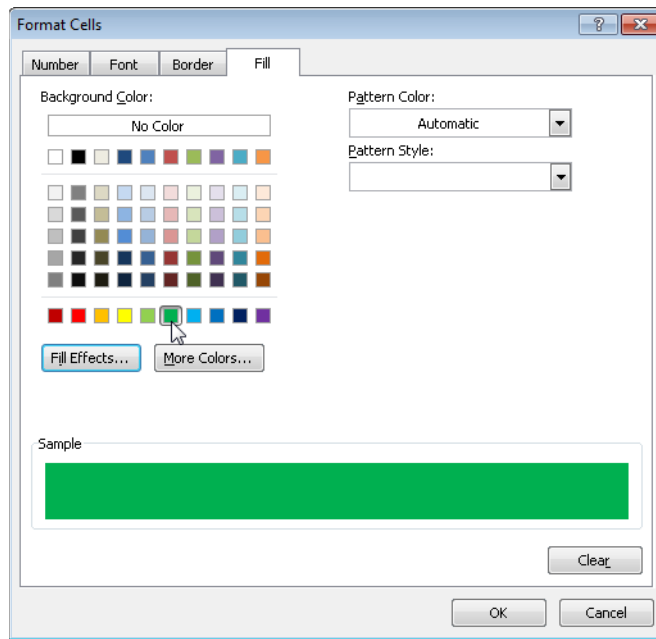


Figure 1-34 The condition is displayed in color.

8. Click OK twice to confirm your selection. The values in the Profit margin column are displayed in the color you selected if the condition is met (see Figure 1-35).

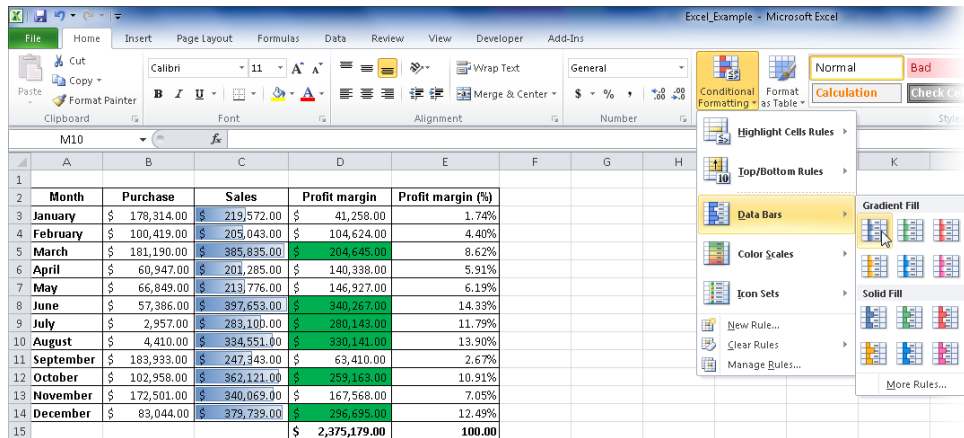
	A	B	C	D
1				
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>	<b>Profit margin</b>
3	<b>January</b>	\$ 178,314.00	\$ 219,572.00	\$ 41,258.00
4	<b>February</b>	\$ 100,419.00	\$ 205,043.00	\$ 104,624.00
5	<b>March</b>	\$ 181,190.00	\$ 385,835.00	\$ 204,645.00
6	<b>April</b>	\$ 60,947.00	\$ 201,285.00	\$ 140,338.00
7	<b>May</b>	\$ 66,849.00	\$ 213,776.00	\$ 146,927.00
8	<b>June</b>	\$ 57,386.00	\$ 397,653.00	\$ 340,267.00
9	<b>July</b>	\$ 2,957.00	\$ 283,100.00	\$ 280,143.00
10	<b>August</b>	\$ 4,410.00	\$ 334,551.00	\$ 330,141.00
11	<b>September</b>	\$ 183,933.00	\$ 247,343.00	\$ 63,410.00
12	<b>October</b>	\$ 102,958.00	\$ 362,121.00	\$ 259,163.00
13	<b>November</b>	\$ 172,501.00	\$ 340,069.00	\$ 167,568.00
14	<b>December</b>	\$ 83,044.00	\$ 379,739.00	\$ 296,695.00

Figure 1-35 Values meeting the condition have a green background.

You can use conditional formatting to automatically display the values in your table in different colors to give them significant visual impact.

You can also use other color fill options or an icon set to format cells. Conditions can apply to text, numeric, date, or time values, as well as to values that fall below or above the average.

Data bars are also a quick way to visually highlight values in tables (see Figure 1-36).



	A	B	C	D	E	F	G	H
1								
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>	<b>Profit margin</b>	<b>Profit margin (%)</b>			
3	<b>January</b>	\$ 178,314.00	\$ 219,572.00	\$ 41,258.00	1.74%			
4	<b>February</b>	\$ 100,419.00	\$ 205,043.00	\$ 104,624.00	4.40%			
5	<b>March</b>	\$ 181,190.00	\$ 385,835.00	\$ 204,645.00	8.62%			
6	<b>April</b>	\$ 60,947.00	\$ 201,285.00	\$ 140,338.00	5.91%			
7	<b>May</b>	\$ 66,849.00	\$ 213,776.00	\$ 146,927.00	6.19%			
8	<b>June</b>	\$ 57,386.00	\$ 397,653.00	\$ 340,267.00	14.33%			
9	<b>July</b>	\$ 2,957.00	\$ 283,100.00	\$ 280,143.00	11.79%			
10	<b>August</b>	\$ 4,410.00	\$ 334,551.00	\$ 330,141.00	13.90%			
11	<b>September</b>	\$ 183,933.00	\$ 247,343.00	\$ 63,410.00	2.67%			
12	<b>October</b>	\$ 102,958.00	\$ 362,121.00	\$ 259,163.00	10.91%			
13	<b>November</b>	\$ 172,501.00	\$ 340,069.00	\$ 167,568.00	7.05%			
14	<b>December</b>	\$ 83,044.00	\$ 379,739.00	\$ 296,695.00	12.49%			
15				\$ 2,375,179.00	100.00%			

Figure 1-36 Using formats to highlight numeric values.

There are many different options to choose from.

**Tip Apply conditional formats to highlight data**

In Excel 2007 and Excel 2010, conditional formats have improved significantly (see Figure 1-37). Now you can add not only colors but also arrows, traffic lights, and other icons. This functionality is also referred to as KPI (Key Performance Indicators).

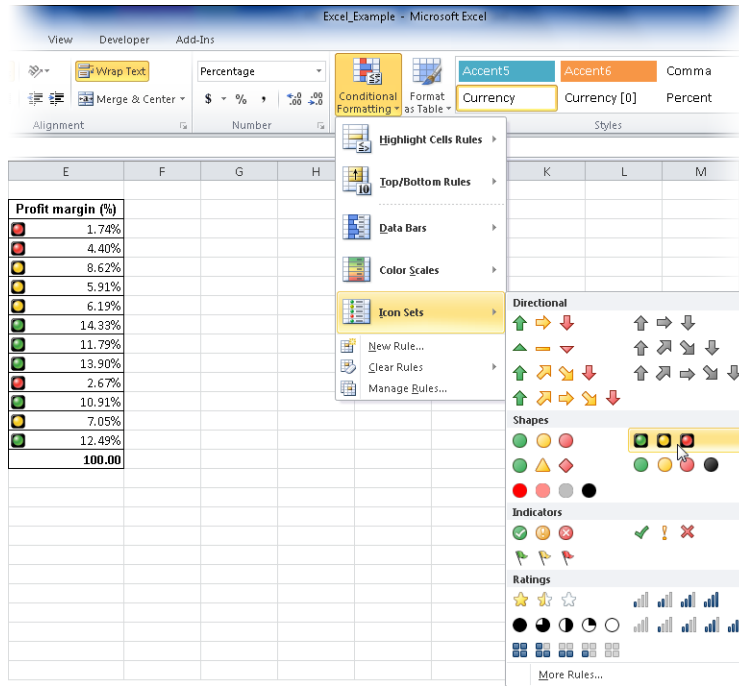


Figure 1-37 New elements for conditional formats in Excel 2007 and Excel 2010.

## Creating Meaningful Charts

Sometimes it is useful to display data in a chart instead of in a table. In Excel 2007 and Excel 2010, the options for creating bar charts, pie charts, and other charts have been enhanced.

### Creating a Column Chart

To convert our example table into a simple but informative column chart, perform the following steps:

1. Select the table cells starting from Month to the profit margin December (see Figure 1-38).

	A2		f <sub>x</sub>	Month
	A	B	C	D
1				
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>	<b>Profit margin</b>
3	January	\$ 178,314.00	\$ 219,572.00	\$ 41,258.00
4	February	\$ 100,419.00	\$ 205,043.00	\$ 104,624.00
5	March	\$ 181,190.00	\$ 385,835.00	\$ 204,645.00
6	April	\$ 60,947.00	\$ 201,285.00	\$ 140,338.00
7	May	\$ 66,849.00	\$ 213,776.00	\$ 146,927.00
8	June	\$ 57,386.00	\$ 397,653.00	\$ 340,267.00
9	July	\$ 2,957.00	\$ 283,100.00	\$ 280,143.00
10	August	\$ 4,410.00	\$ 334,551.00	\$ 330,141.00
11	September	\$ 183,933.00	\$ 247,343.00	\$ 63,410.00
12	October	\$ 102,958.00	\$ 362,121.00	\$ 259,163.00
13	November	\$ 172,501.00	\$ 340,069.00	\$ 167,568.00
14	December	\$ 83,044.00	\$ 379,739.00	\$ 296,695.00

Figure 1-38 Selecting a value to create a chart.

- On the Insert tab in the Chart group, click the Column button and select the first chart under 2-D Column (see Figure 1-39).

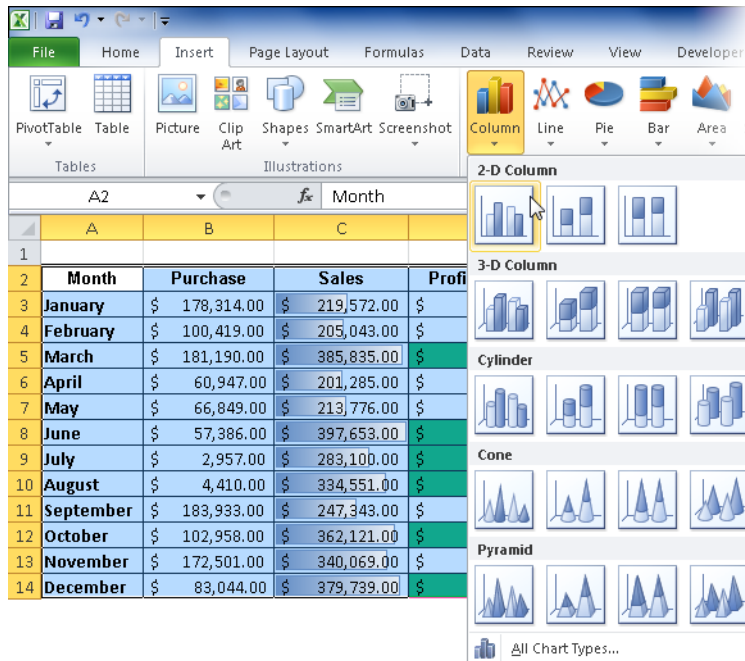


Figure 1-39 Selecting the chart format.

The chart is immediately displayed on your Excel sheet (see Figure 1-40).

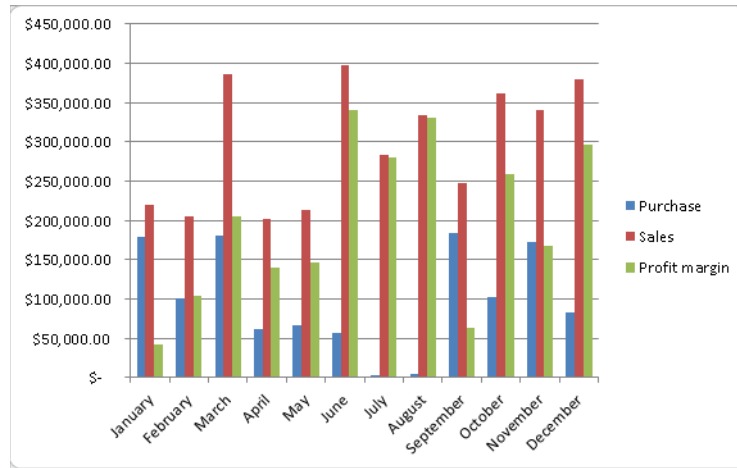


Figure 1-40 The data displayed as a chart.

In the same way you created a column chart, you can create a 2D, 3D, or line chart (see Figure 1-41). To do this, select a chart format by clicking the Line button to open the menu.

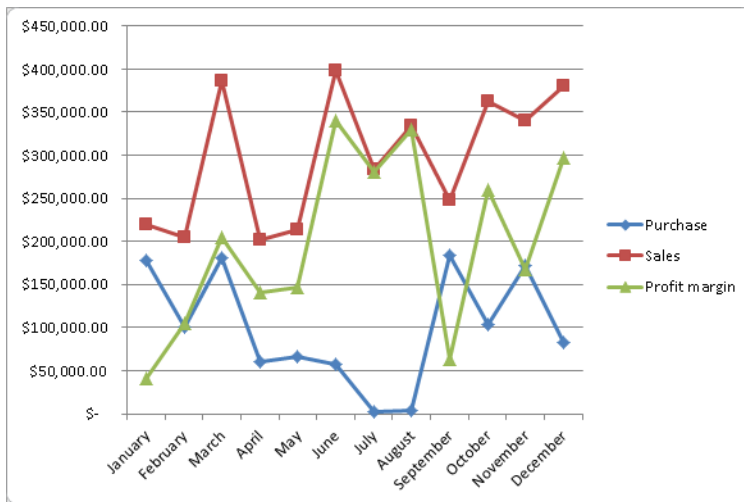


Figure 1-41 Another view of the chart.

## Creating a Pie Chart

To display the values in the Profit Margin column by month, you can use a pie chart. Do the following:

1. Select the cells containing values in the Months and Profit Margin columns. To select only these two columns, first select the Months column. Then press the Ctrl key and select the Profit Margin column. Both columns are selected (see Figure 1-42).

	A	B	C	D
1				
2	<b>Month</b>	<b>Purchase</b>	<b>Sales</b>	<b>Profit margin</b>
3	<b>January</b>	\$ 178,314.00	\$ 219,572.00	\$ 41,258.00
4	<b>February</b>	\$ 100,419.00	\$ 205,043.00	\$ 104,624.00
5	<b>March</b>	\$ 181,190.00	\$ 385,835.00	\$ 204,645.00
6	<b>April</b>	\$ 60,947.00	\$ 201,285.00	\$ 140,338.00
7	<b>May</b>	\$ 66,849.00	\$ 213,776.00	\$ 146,927.00
8	<b>June</b>	\$ 57,386.00	\$ 397,653.00	\$ 340,267.00
9	<b>July</b>	\$ 2,957.00	\$ 283,100.00	\$ 280,143.00
10	<b>August</b>	\$ 4,410.00	\$ 334,551.00	\$ 330,141.00
11	<b>September</b>	\$ 183,933.00	\$ 247,343.00	\$ 63,410.00
12	<b>October</b>	\$ 102,958.00	\$ 362,121.00	\$ 259,163.00
13	<b>November</b>	\$ 172,501.00	\$ 340,069.00	\$ 167,568.00
14	<b>December</b>	\$ 83,044.00	\$ 379,739.00	\$ 296,695.00

Figure 1-42 Selecting only certain columns of the list.

2. Click the Pie button to open the menu, and select the first chart type under 3-D Pie (see Figure 1-43).

The screenshot shows the Microsoft Excel interface. The 'Insert' tab is active, and the 'Illustrations' group contains the 'Pie' button. A dropdown menu is open, showing '2-D Pie' and '3-D Pie' options. The '3-D Pie' option is selected, and a sub-menu is visible showing various 3-D pie chart styles. The background shows the same data table as Figure 1-42, with the 'Profit margin' column highlighted in blue.

Figure 1-43 Selecting a pie chart.

The pie chart is displayed immediately (see Figure 1-44).

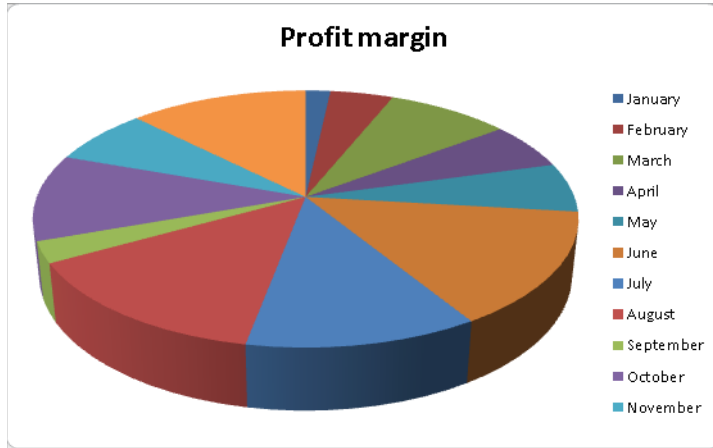


Figure 1-44 The pie chart shows the profit margin.

## Formatting a Chart

Excel 2010 provides many formatting options you can use to emphasize values in pie charts.

Do the following:

1. Click the frame of the chart.

The Chart Tools contextual tab opens. On this tab, you can choose between the available formatting options (see Figure 1-45).

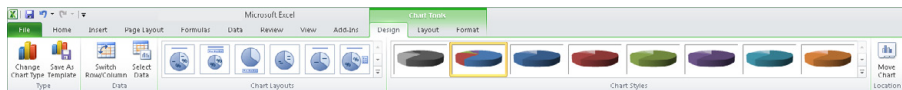
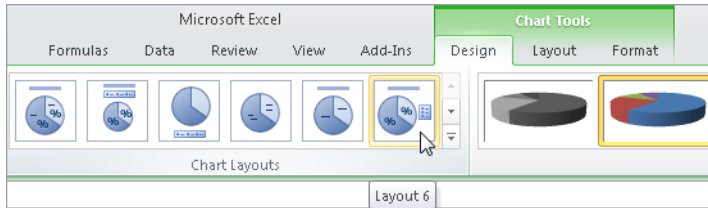


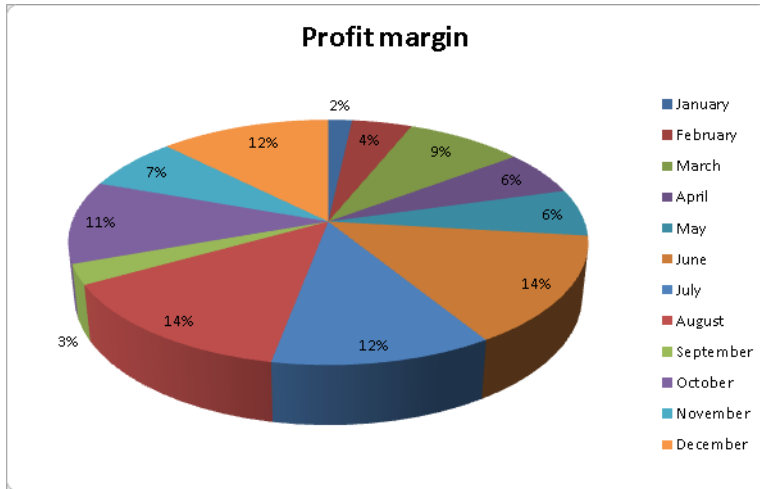
Figure 1-45 The Chart Tools tab in Excel 2010 for editing charts.

- With these tools, you can select any of the format options. For example, click Layout 6 in the Chart Layouts section (see Figure 1-46).



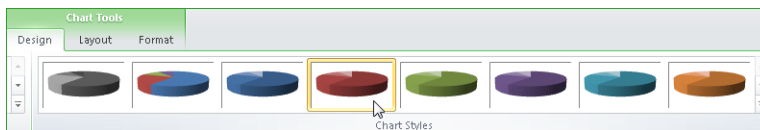
**Figure 1-46** Changing the chart layout.

Layout 6 displays your pie chart with percentages, or values (see Figure 1-47).



**Figure 1-47** The settings of the selected chart layout are applied.

- With the chart formats, you can also adjust the chart colors. Just click one of the available formats (see Figure 1-48).



**Figure 1-48** Using chart formats to adjust the color.

The color of the chart changes according to your selection (see Figure 1-49).



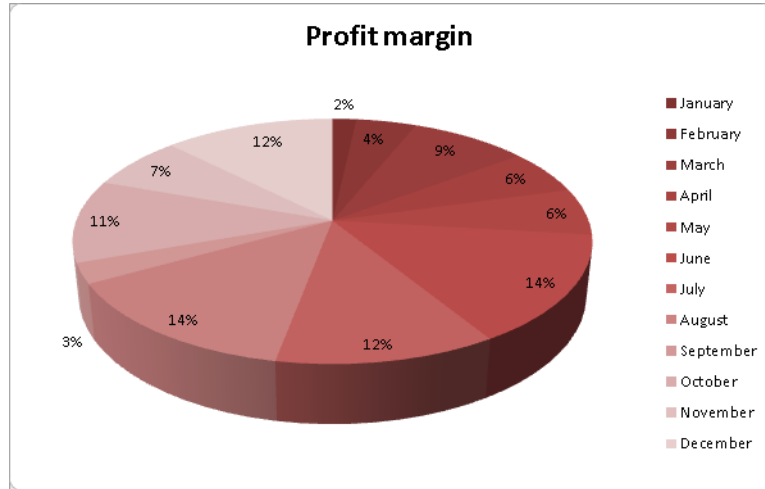


Figure 1-49 The selected chart colors are applied.

- In Excel 2010—as in Excel 2007 and Excel 2003—more chart format options are available in the shortcut menu of the selected chart. Right-click the chart to open the menu, and then select Format Data Labels or Format Data Series to change the format of your chart (see Figure 1-50).

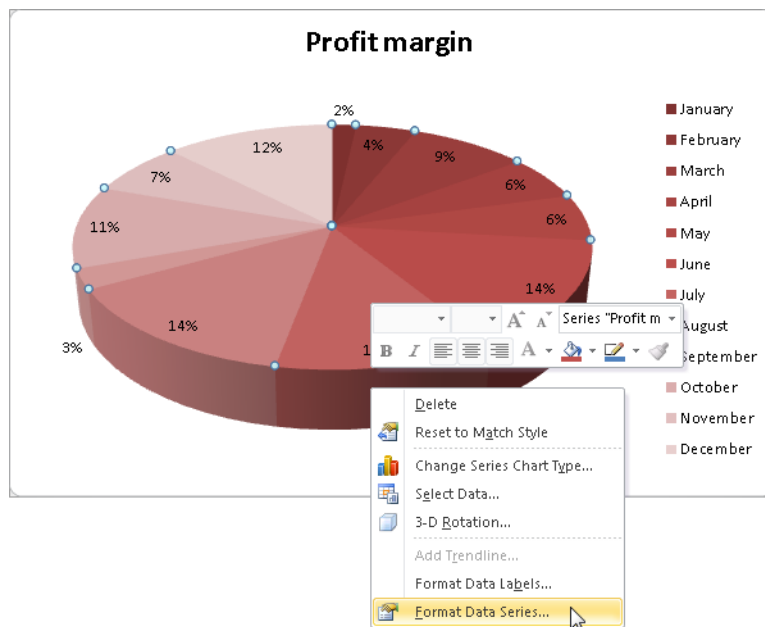


Figure 1-50 Additional formatting options.

In Excel 2010, working with charts is a lot easier. The options for editing and formatting are more extensive, and fully formatted charts can be created with just a few clicks.

## INSIDE OUT

### Use sparklines to graphically represent values

Check out the new sparklines in Excel 2010. These “word graphics” illustrate values by using miniature line, bar, or profit-and-loss charts. Sparklines illustrate numeric values so that the values can be interpreted more easily (see Figure 1-51).

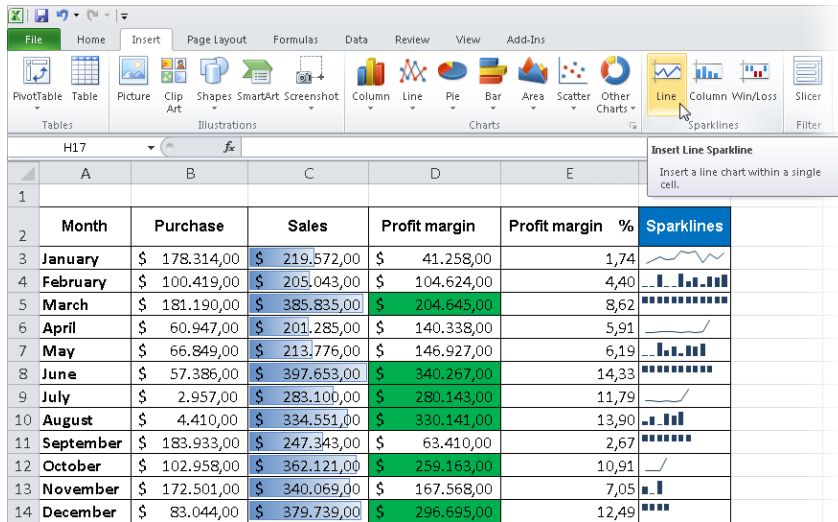


Figure 1-51 Values illustrated by the new sparklines.

## Working with PivotTables

PivotTables help you arrange and consolidate data into well-defined tables. With a PivotTable, you can easily generate cross-tabulations and analyze information by rotating and moving column and row selections and by filtering. The original data remains unchanged, and the PivotTable is quickly generated even with large amounts of data. In Excel 2007 and Excel 2010, PivotTable data can also easily be displayed as a PivotChart.

**Tip**

A PivotTable is useful for quickly obtaining summary information from long lists or large amounts of data.

## Creating a PivotTable

**Sample Files**

Use the Basic data worksheet in the Excel\_Pivot\_Data.xls or Excel\_Pivot\_Data.xlsx sample file. The sample files are found in the Chapter01 folder. For more information about the sample files, see the section titled “Using the Sample Files” on page xxiii.

To create a PivotTable, perform the following steps:

1. Open the Excel\_Pivot\_Data.xlsx file from the sample files.
2. In the table, select the cell range for which you want to create the PivotTable. In this case, select cell A1 (Customer Name) through cell J100 (Total Price), or select the entire table by pressing Ctrl+A from anywhere within the table.
3. On the Insert tab, in the Table group, click the arrow on the PivotTable button and select PivotTable (see Figure 1-52).

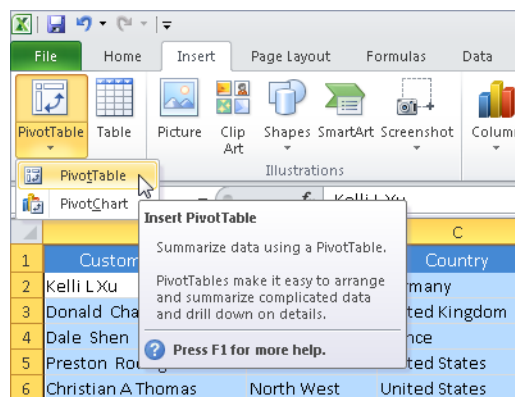


Figure 1-52 Creating a PivotTable.

### Tip Find Pivot functions on the Insert tab

In Excel 2003, the Pivot functions were located on the File menu. In Excel 2007 and Excel 2010, you can open the Pivot functions by clicking a button on the Insert tab. The functions open in a separate tool window as soon as you start creating a PivotTable.

Because you have already selected the data, the PivotTable range is displayed in the Select Table Or Range box in the PivotTable dialog box.

4. Select an option under Choose Where You Want The PivotTable Report To Be Placed. Selecting the New Worksheet option is recommended (see Figure 1-53).
5. Click OK. The PivotTable framework is displayed.

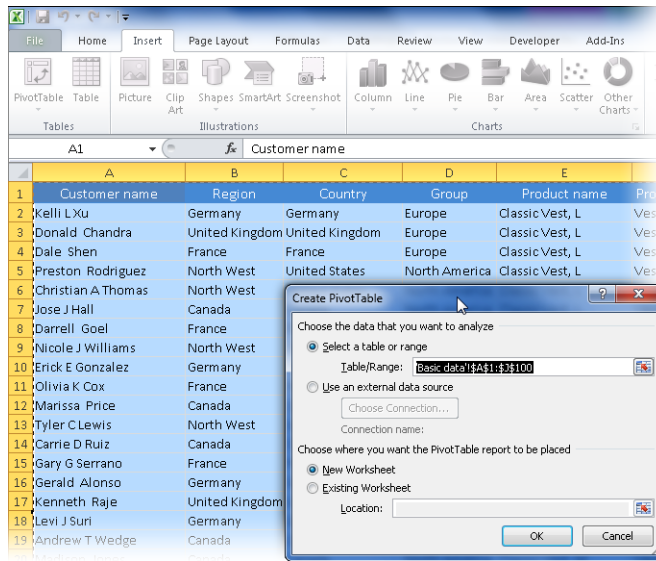


Figure 1-53 Choosing where to place the PivotTable.

An empty PivotTable report is added, in this case in a new worksheet, and the PivotTable field list is displayed. In this list, you can select fields, create a layout, and change the PivotTable report.

You can also use the PivotTable tools on the PivotTable Tool contextual tab, which you can access from the ribbon (see Figure 1-54).

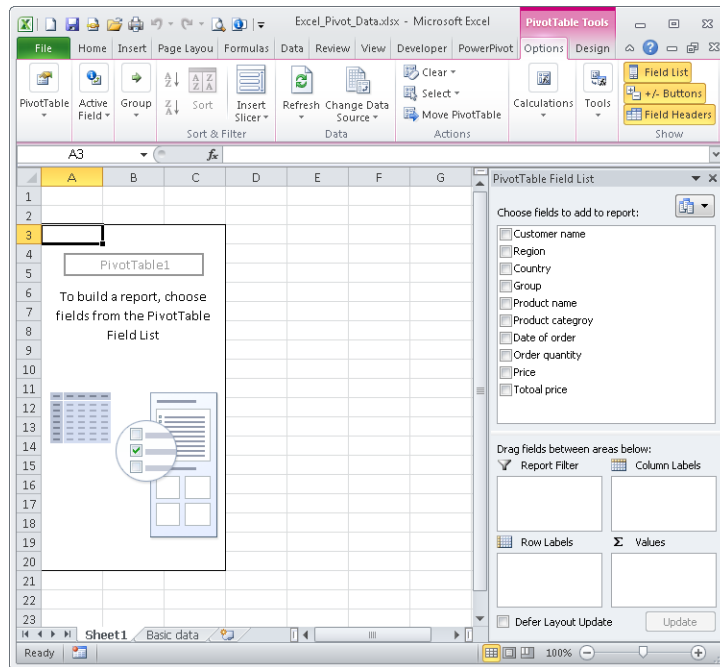


Figure 1-54 The PivotTable layout.

## Using a PivotTable

The following example illustrates the functionality of a PivotTable. Assume that you want to find out in which country the most orders for gloves are placed. For this you need the PivotTable fields Country, Product Category, and Order Quantity.

Follow these steps:

1. Select the Country, Product Category, and Order Quantity check boxes in the PivotTable field list.

After you have enabled the fields, the associated data are automatically positioned in the default range of the layout, but you can move the fields to any position (see Figure 1-55).

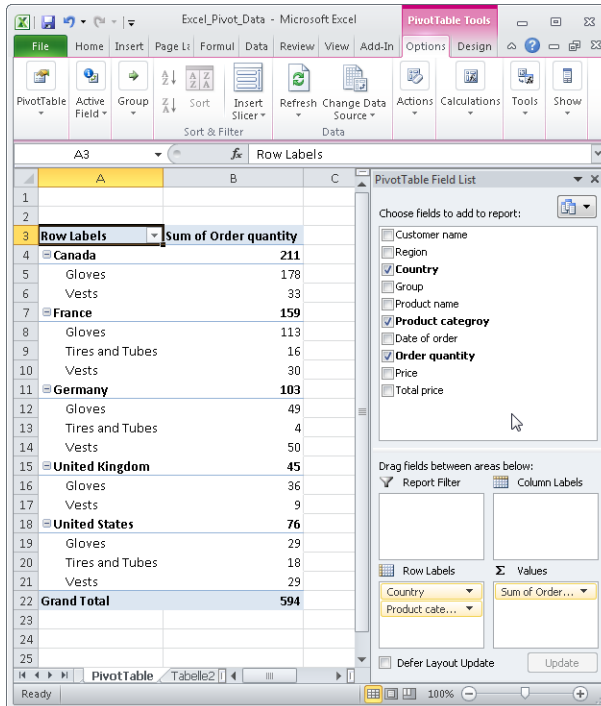


Figure 1-55 The fields in the standard report.

- Because you want to view the order quantity for gloves per country, you should move the Product Category column into the Report Filter area. This will allow you to filter by country. Drag the Product Category field into the Report Filter area within the PivotTable field list (see Figure 1-56).

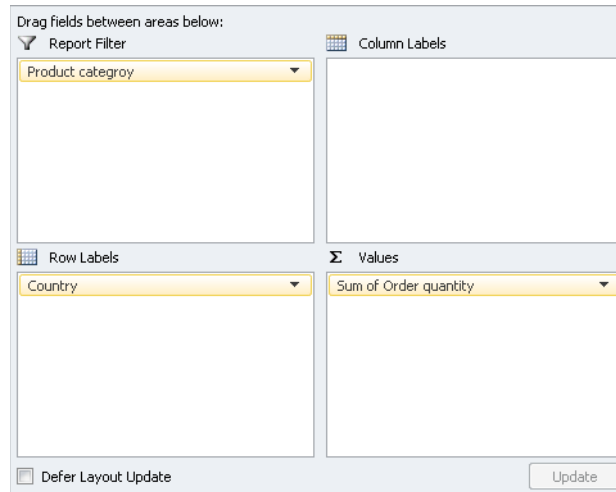


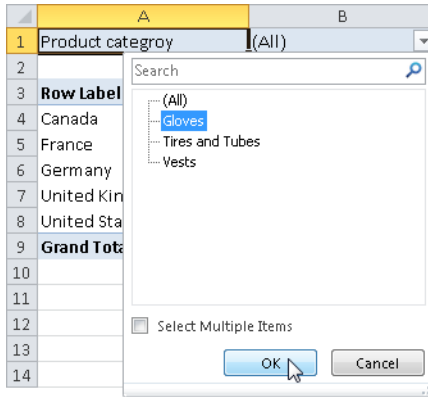
Figure 1-56 Moving fields by dragging.

As soon as you release the mouse button, the data is arranged in the PivotTable (see Figure 1-57).

	A	B
1	Product category	(All)
2		
3	<b>Row Labels</b>	<b>Sum of Order quantity</b>
4	Canada	211
5	France	159
6	Germany	103
7	United Kingdom	45
8	United States	76
9	<b>Grand Total</b>	<b>594</b>

Figure 1-57 The newly arranged fields.

- In the (All) list, select Gloves and click OK (see Figure 1-58).



**Figure 1-58** Select Gloves from the list so that only the result for gloves will be displayed. Only the order quantities for gloves in the individual countries are displayed (see Figure 1-59). Canada is the frontrunner!

	A	B
1	Product category	Gloves
2		
3	Row Labels	Sum of Order quantity
4	Canada	178
5	France	113
6	Germany	49
7	United Kingdom	36
8	United States	29
9	<b>Grand Total</b>	<b>405</b>

**Figure 1-59** Getting meaningful results with only a few clicks.

### Note

Don't worry if a report is not what you were expecting. With Excel, you can try various options to see how the data looks in different formats by rearranging the data, moving data, or even starting again.



## Using PivotCharts: Graphical Pivot

The new user interface also makes it easier to create PivotCharts. All filter enhancements for PivotTables are also available for PivotCharts. There are special PivotChart tools and short-cut menus you can use to create a PivotChart to analyze the data within a chart.

You can change the layout and the format of charts or the chart elements in the same way you make changes for Pivot Tables. Unlike in previous Excel versions, in Excel 2007 and Excel 2010, the chart format is maintained if you change the PivotChart.

### Creating a PivotChart

Creating a chart for a PivotTable takes only seconds. Use the previous PivotTable example to practice. Do the following:

1. Click in the PivotTable, and select the PivotTable Tools contextual tab above the default tab (see Figure 1-60).

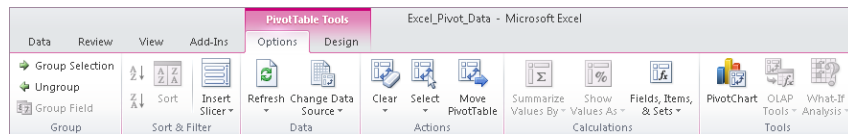


Figure 1-60 Working with PivotTable tools.

2. In the Tools group, click the PivotChart button (see Figure 1-61). The Insert Chart dialog box opens. The first layout under Column is selected (see Figure 1-62).

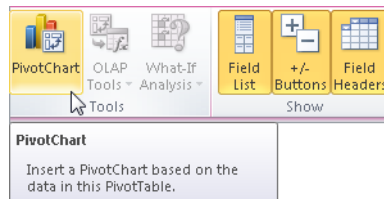


Figure 1-61 Creating a chart from PivotTable data.

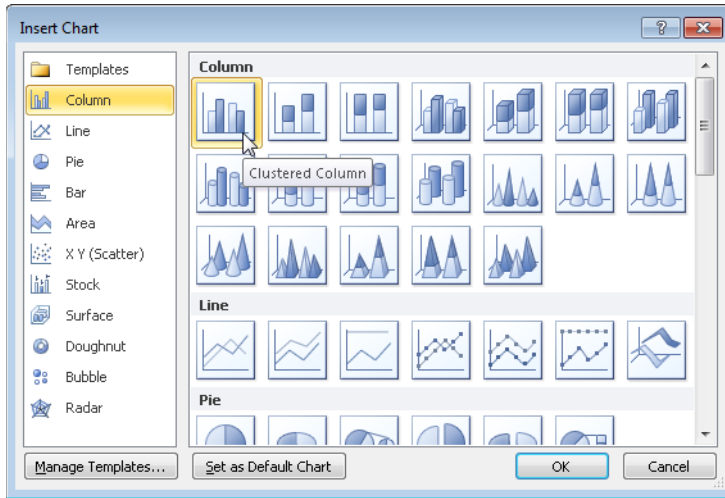


Figure 1-62 Selecting the chart format.

3. Keep this setting and click OK. The chart and a PivotChart filter range are displayed (see Figure 1-63).

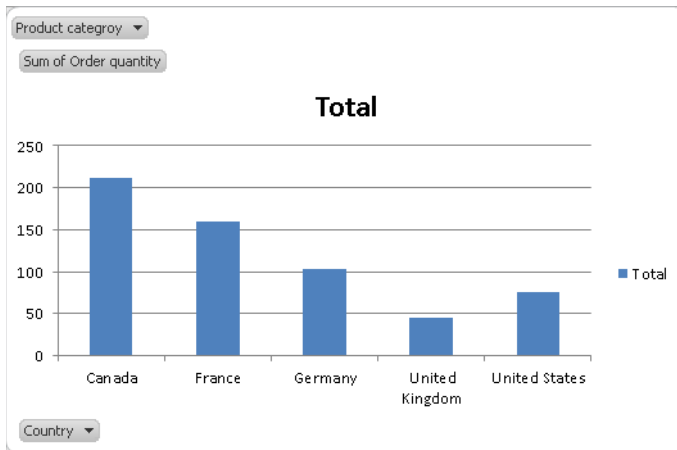


Figure 1-63 The PivotChart is created.

4. As soon as you change the filter, the chart also changes. In the Country list, select Germany and click OK (see Figure 1-64).

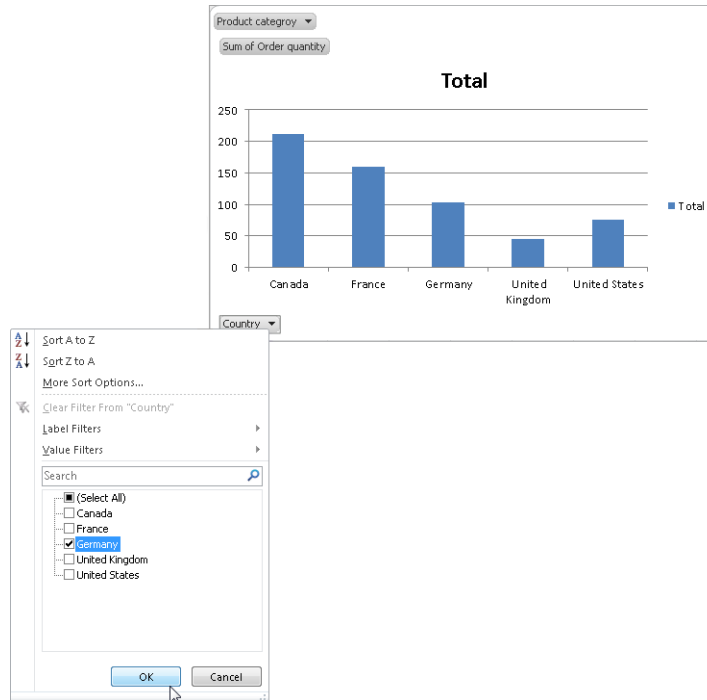


Figure 1-64 Selecting a filter.

The chart changes automatically, and the corresponding values are displayed (see Figure 1-65).

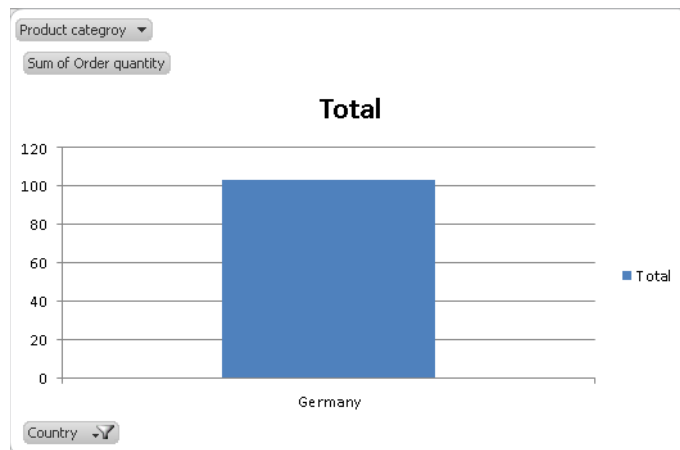


Figure 1-65 The chart changes depending on the Pivot data.

## Changing the Original Data

PivotTables and PivotCharts change dynamically: If a value changes in the original data, the PivotTable and the associated chart also change. Try it out:

1. In the original data, increase the order quantity for gloves in Germany in any row (see Figure 1-66).

	A	B	C	D	E	F	G	H
37	Alexandra E Washington	Canada	Canada	North America	Half-Finger Gloves, L Gloves		11.05.11	6
38	Cassidy Washington	United Kingdom	United Kingdom	Europe	Half-Finger Gloves, L Gloves		04.05.11	1
39	Elijah Alexander	Canada	Canada	North America	Half-Finger Gloves, L Gloves		29.04.11	2
40	Bruce G Suri	Germany	Germany	Europe	Half-Finger Gloves, L Gloves		28.03.11	2568

Figure 1-66 Changing the original data.

2. Go back to the PivotTable and open the PivotTable Tools contextual tab.
3. On the Analyze tab, in the Data group, click the Refresh button (see Figure 1-67).

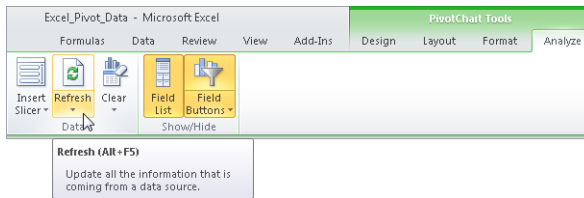


Figure 1-67 Applying changes to the original data by clicking Refresh.

The PivotTable as well as the PivotChart are automatically updated (see Figure 1-68).

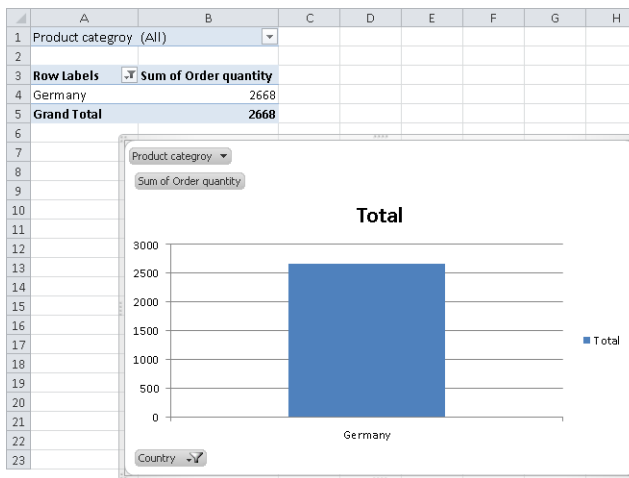


Figure 1-68 The values are updated.

## Note

You can change additional settings for PivotCharts: Select a chart element and open the shortcut menu (see Figure 1-69).

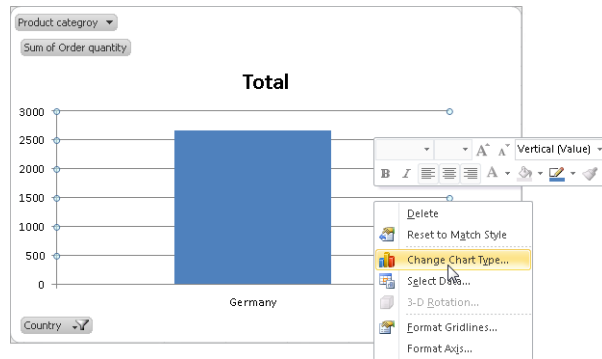


Figure 1-69 The shortcut menu allows quick access to the settings.

# Cube Functions

CUBEKPIMEMBER() .....	676	CUBESET() .....	684
CUBEMEMBER() .....	678	CUBESETCOUNT().....	686
CUBEMEMBERPROPERTY() .....	681	CUBEVALUE().....	687
CUBERANKEDMEMBER().....	682		

Cube functions were introduced in Microsoft Excel 2007. They are used with connections to external SQL data sources and provide analysis tools. Data cubes are multidimensional sets of data that can be stored in a spreadsheet, providing a means to summarize information from the raw data source. A cube is different from queries in Microsoft Access or Microsoft SQL Server because the data in a cube is already grouped in hierarchies, and calculated measures are saved in the cube. This offers two advantages to the user: Summary information is readily available, and most of the heavy-duty calculations are performed on the server. The user does not have to spend much time consolidating the data in Excel. However, you cannot use calculated fields or elements for a PivotTable.

To use cube functions, you must be working with data that is available in one of these two forms:

- Through a connection to a SQL Server Analysis Services data source
- In an offline cube in the user's local file system

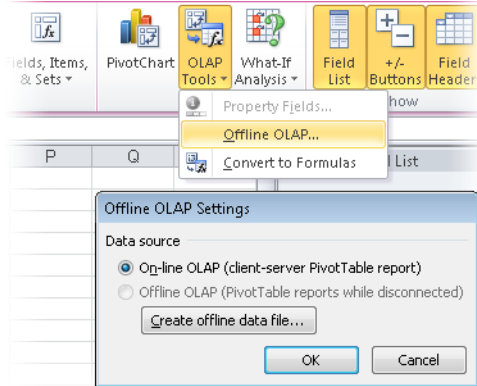
These conditions limit the usefulness of cube functions. So that you will be able to work through some examples, the sample files accompanying this book include offline cube and data connection files for the example outlined in Chapter 2, "Using Functions and PowerPivot."

## Note

You can create and change an offline cube (a file with the extension .cub) in Excel.

First, you must establish a connection to the Analysis Services by using Microsoft Query (on the Data Tab, Query External Data/From Other Source/From Microsoft Query), or by using the Data Connection Assistant (on the Insert Tab, select PivotTable/Use External Data Source). Then click the OLAP Tools button, as shown in Figure 14-1, to open the

**Offline OLAP Settings dialog box.** (OLAP stands for *online analytical processing*.) Click the **Create Offline Data File** button to create the cube, and follow the step-by-step instructions.



**Figure 14-1** Creating an offline cube.

However, you will have to change the sample data connection files (they have either the extension `.odc` for a workbook connection, or `.oqy` for Microsoft Query) because the path to a database must be the full path. Use Windows Notepad to change the paths as follows:

```
Data Source='X:\Documents\Chp14\Book\CubeTest.cub';
Location='X:\Documents\Chp14\Book\CubeTest.cub';
```

### Sample Files

Use the offline `cubeTest.xlsx` sample file. This sample file and the additional files are found in the `Chapter14` folder. For more information about the sample files, see the section titled “Using the Sample Files” on page xxiii.

The prepared sample workbook serves as a guide. To avoid unnecessary errors when modifying this sample, perform the following steps to create your own workbook:

1. On the **Insert** tab, select **PivotTable/Use External Data Source**. (You can search for additional elements and use the existing data connection files.)
2. Create the layout and include the content from the data source.
3. Use the cube functions.

When you open a workbook with data connections and use the default Excel settings, you have to explicitly allow these connections (click the Enable Content button, as shown in Figure 14-2). When you activate a document in Excel 2010, the document is trusted and you don't have to confirm the activation again until the trusted document is reset in the Trust Center.

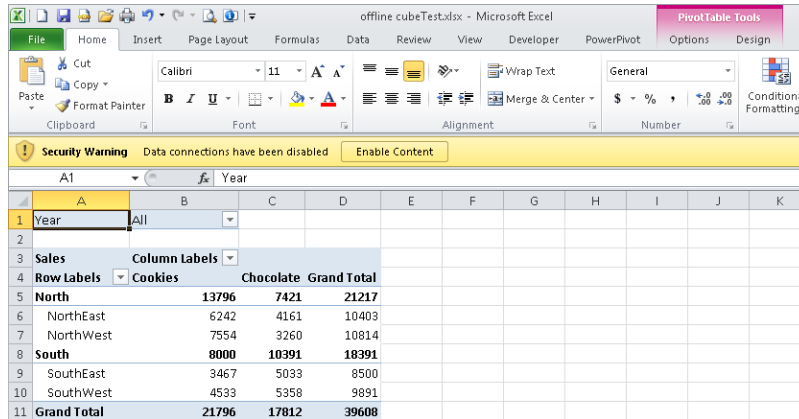


Figure 14-2 The security warning that is shown when Excel is accessing external data.

### Note

If you select **Convert To Formulas** from the **OLAP Tools** menu (see Figure 14-1, shown earlier in this chapter), Excel converts part of the PivotTable or the entire PivotTable into an unformatted table with the same content as the PivotTable. The advantage of this is that the entire layout (columns and rows) is fixed. You can also include filters.

If you are familiar with formulas, you can create individual structures similar to PivotTables that allow for flexible data evaluation.

The descriptions of the functions throughout the rest of this chapter refer to the example in Chapter 2. The example uses two store groups named **North** and **South**, which sell sweets (chocolate and cookies) from the years 2008 through 2011. Each store group consists of two stores. Table 14-1 describes the functions.



**Table 14-1 Overview of the Cube Functions**

Function	Description
CUBEKPIMEMBER()	Returns the requested property for a Key Performance Indicator (KPI) of a cube
CUBEMEMBER()	Returns a member of the cube
CUBEMEMBERPROPERTY()	Returns the requested property (attribute) for a cube member
CUBERANKEDMEMBER()	Returns the <i>n</i> -th ranked member of a set
CUBESET()	Defines a set of members to create a subcube
CUBESETCOUNT()	Returns the number of items in a set
CUBEVALUE()	Returns the aggregated value from a data cube

## CUBEKPIMEMBER()

**Syntax** CUBEKPIMEMBER(*connection,kpi\_name,kpi\_property,caption*)

**Definition** This function returns a Key Performance Indicator (KPI) property and displays the KPI name in the cell.

### Arguments

- **connection (required)** A string with the name of the workbook connection to the cube. After you enter the first quotation mark, the existing context-sensitive data connections are displayed (see Figure 14-4, shown later in this chapter in the description of CUBEMEMBER()).
- **kpi\_name (required)** Specifies the name of the KPI in the cube.
- **kpi\_property (required)** A KPI consists of several components that are specified by using an integer (see Table 14-2).

**Table 14-2 Integers for the Third Argument of the CUBEKPIMEMBER() Function**

Integer	MDX expression	Description
1	[KPIValue]	Actual value
2	[KPIGoal]	Target value
3	[KPIStatus]	State of the KPI at a specific moment in time
4	[KPI Trend]	Measure of the value over time
5	[KPIWeight]	Relative importance assigned to the KPI
6	[KPICurrentTimeMember]	Temporal context for the KPI

- **caption (optional)** A string displayed in the cell instead of the caption of the KPI components in the cube.

## Background

### Note

In the cell containing the function, the message #GETTING\_DATA temporarily appears while the data is being queried.

Error values and messages provide information about incorrect or missing entries:

- If the connection name is not a valid workbook connection, the CUBEKPIMEMBER() function returns the #NAME? error.
- If the OLAP server (or the offline cube) is not available, you get an error message. The content of the affected cell doesn't change.
- CUBEKPIMEMBER() returns the #N/A error value when *kpi\_name* or *kpi\_property* is invalid.
- CUBEKPIMEMBER() might return the #N/A error when the connection to the data source is interrupted and cannot be re-established

You can combine CUBEKPIMEMBER() with CUBEVALUE(). Specify CUBEKPIMEMBER() as the second argument or reference for CUBEVALUE().

**Example** In this example, a KPI named *average* is saved in the cube. This cube calculates the average of the sales and the total number of sales as integers. Both values are also saved as measures in the cube but cannot be used to calculate fields in the PivotTable. The target value (goal) is \$1,500. Figure 14-3 shows the example for cookies.

	A	B	C	D
1	Year	All		
2				
3	Sales	Column Labels		
4	Row Labels	Cookies	Chocolate	Grand Total
5	North	13796	7421	21217
6	NorthEast	6242	4161	10403
7	NorthWest	7554	3260	10814
8	South	8000	10391	18391
9	SouthEast	3467	5033	8500
10	SouthWest	4533	5358	9891
11	Grand Total	21796	17812	39608
12				

Figure 14-3 The KPI average.

The formula

```
=CUBEKPIMEMBER("offline","average",1)
```

displays the word *average*. The formula

```
=CUBEVALUE("offline",CUBEKPIMEMBER("offline","average",1))
```

returns 1453 (the rounded average of all sales). In the second formula, you can enter a reference to the cell containing the first formula as the second argument. To get the target value of the average, use the formula

```
=CUBEVALUE("offline",CUBEKPIMEMBER("offline","average",2))
```

The value of 2 in the last argument is important, because it indicates, in this case, the target value.

You can use the cell containing the formula to create cell captions. The real content of the cell is more informative, as shown by using the CUBEVALUE() function.

**See Also** All other cube functions, GETPIVOTDATA()

## CUBEMEMBER()

**Syntax** CUBEMEMBER(*connection,member\_expression,caption*)

**Definition** This function returns a member (cell) from a cube. Use CUBEMEMBER() to validate that the member exists and to pass the member to other functions through a cell reference.

### Arguments

- connection (required)** The text string name of the workbook connection to the cube, in quotation marks. When you are entering the connection, after you type the first quotation mark, existing context-sensitive data connections are displayed (see Figure 14-4).

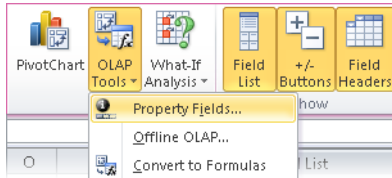


Figure 14-4 Context sensitivity helps you enter formulas.

- **member\_expression (required)** Defines the position of a member in the cube based on a multidimensional expression (MDX). The expression can be entered directly or it can be referenced in a cell. You can also use tuples in expressions.
- **caption (optional)** A string displayed in the cell instead of the caption of the member in the cube. If a tuple is used, the function returns the caption of the last member in the tuple.

**Background** When you use CUBEMEMBER() as an argument for another cube function, the MDX expression instead of the displayed value is used in the argument.

### Note

In the cell containing the function, the message #GETTING\_DATA temporarily appears while the data is being queried.

Error values and messages provide information about incorrect or missing entries:

- If the connection name is not a valid workbook connection, the CUBEMEMBER() function returns the #NAME? error.
- If the OLAP server (or the offline cube) is not available, you get an error message. The content of the affected cell doesn't change.
- If at least one member within the tuple is invalid, the CUBEMEMBER() function returns the #VALUE! error.
- If *member\_expression* is longer than 255 characters, the CUBEMEMBER() function returns the #VALUE! error.
- CUBEMEMBER() returns the #N/A error when:
  - ⊗ The *member\_expression* syntax is incorrect.
  - m The member specified in the MDX query doesn't exist in the cube.
  - m The tuple is invalid because there is no intersection for the specified values.
  - m The set contains at least one member with a different dimension from the other members.
- CUBEMEMBER() may also return the #N/A error when the connection to the data source is interrupted and cannot be re-established.

**Example** So that you can gain a better understanding of the use of the functions in this section, take a close look at the PivotTable in Figure 14-5.

	A	B	C	D	E
1	Year	All			
2					
3		Column Labels			
4		Cookies			
5	Row Labels	Sales	Sales Count	Average	Average Goal
6	North	13796	8	1724	1500
7	NorthEast	6242	4	1560	1500
8	NorthWest	7554	4	1888	1500
9	South	8000	7	1143	1500
10	SouthEast	3467	3	1156	1500
11	SouthWest	4533	4	1133	1500
12	Grand Total	21796	15	1453	1500
13					

**Figure 14-5** The candy sales PivotTable used to demonstrate the cube functions.

The formula

```
=CUBEMEMBER("offLine", "[Products].[Product].[A11].[Cookies]")
```

looks for a single cell and returns the Cookies member which has the caption we looked for. If you use the tuple

```
=CUBEMEMBER("offLine",
  "([Stores].[Store].[A11].[NorthEast],[Products].[A11].[Cookies],
  [Years].[2009])")
```

the result is 2009 (the cookie sales in the year 2009 in the NorthEast store). If you use

```
=CUBEMEMBER("offLine",
  "([Stores].[Group].[A11].[North],[Stores].[Store].[A11].[NorthEast]")
```

to find an empty intercept, you get the #N/A error. To display the word *total*, enter

```
=CUBEMEMBER("offLine", "[Products].[Product].[A11]", "total")
```

You can use the cell containing the formula to create cell captions. The actual content of the cell is more informative if it refers to the cells with the CUBEMEMBER() entries.

**See Also** All other cube functions, GETPIVOTDATA()

# CUBEMEMBERPROPERTY()

**Syntax** CUBEMEMBERPROPERTY(*connection*,*member\_expression*,*property*)

**Definition** This function returns the property of a member from the cube. Use CUBEMEMBERPROPERTY() to validate that a member exists within the cube and to return the property for this member as a value.

## Arguments

- **connection (required)** A string with the name of the workbook connection to the cube. After you enter the first quotation mark, the existing context-sensitive data connections are displayed (see Figure 14-4, shown earlier).
- **member\_expression (required)** Defines the position of a member in the cube based on an MDX. The expression can be entered directly or can be in a cell that is referenced. You can also use tuples in expressions.
- **property (required)** The name of the property for which you want to return the value.

### Note

For a PivotTable that retrieves data from a cube, use the PivotTable tools to find out whether a member has properties (see Figure 14-6).



Figure 14-6 Checking whether cube members have properties—not all members do.

**Background** In the example in this section, the stores have the Group property with the possible values North or South (shown previously in Figure 14-5).

In the cell containing the function, the message #GETTING\_DATA temporarily appears while the data is being queried.

Error values and messages provide information about wrong or missing entries:

- If the connection name is not a valid workbook connection, the CUBEMEMBERPROPERTY() function returns the #NAME? error.
- If the OLAP server (or the offline cube) is not available, you get an error message. The content of the affected cell doesn't change.

- If the *member\_expression* syntax is incorrect, or if the member specified by *member\_expression* doesn't exist in the cube, the CUBEMEMBERPROPERTY() function returns the #N/A error.
- CUBEMEMBERPROPERTY() might return the #N/A error when the connection to the data source is interrupted and cannot be re-established

**Example** As previously mentioned, the stores in the PivotTable have the Group properties North and South. The formula

```
=CUBEMEMBERPROPERTY("offline", "[Stores].[Store].[A11].[NorthEast]", "group")
```

returns North, and the formula

```
=CUBEMEMBERPROPERTY("offline", "[Stores].[Store].&[3]", "group")
```

returns South. This example uses the position number of the store in the list instead of the store name.

**See Also** All other cube functions, GETPIVOTDATA()

## CUBERANKEDMEMBER()

**Syntax** CUBERANKEDMEMBER(*connection*,*set\_expression*,*rank*,*caption*)

**Definition** This function returns the *n*-th member in a set.

### Arguments

- **connection (required)** A string with the name of the workbook connection to the cube. After you enter the first quotation mark, the existing context-sensitive data connections are displayed (see Figure 14-4, shown earlier).
- **set\_expression (required)** Defines the number of members in the cube based on an MDX. The expression can be entered directly or can be in a cell that is referenced. You can also use tuples in expressions.
- **rank (required)** An integer indicating the position of a member in the set.
- **caption (required)** A string displayed in the cell instead of the caption of the member in the cube. If a tuple is used, the function returns the caption of the last member in the tuple.

## Background

### Note

In the cell containing the function, the message #GETTING\_DATA temporarily appears while the data is being queried.

Error values and messages provide information about incorrect or missing entries:

- If the connection name is not a valid workbook connection, the CUBERANKEDMEMBER() function returns the #NAME? error.
- If the OLAP server (or the offline cube) is not available, you get an error message. The content of the affected cell doesn't change.
- If *set\_expression* is longer than 255 characters, the CUBERANKEDMEMBER() function returns the #VALUE! error.
- CUBERANKEDMEMBER() returns the #N/A error when:
  - The *set\_expression* syntax is incorrect.
  - The set specified in the MDX query doesn't exist in the cube.
- CUBERANKEDMEMBER() might return the #N/A error when the connection to the data source is interrupted and cannot be re-established.

**Example** If you reference a cell in the formula

```
=CUBERANKEDMEMBER("offLine", B9, 1)
```

that returns the store set with

```
=CUBESET("offLine", "[Stores].[Store].Children", "all store sales", 2, "[Measures].[Sale]")
```

the result is NorthEast. This store has the most sales for all products and in all years. The nested formula

```
=CUBERANKEDMEMBER("offLine", CUBESET("offLine", "([Stores].[Store].[All].[NorthEast], [Years].Children)", "all sales", 2; "[Measures].[Sales]"), 3)
```

calculates the year with the least sales for this store (position 3): 2011.

**See Also** All other cube functions, GETPIVOTDATA()



# CUBESET()

**Syntax** CUBESET(*connection,set\_expression,caption,sort\_order,sort\_by*)

**Definition** This function returns a calculated set of members by sending a set expression to the cube on the server, which creates the set and then returns that set to Excel. The content of the cell and the actual value of the cell are different.

## Arguments

- **connection (required)** A string with the name of the workbook connection to the cube. After you enter the first quotation mark, the existing context-sensitive data connections are displayed (see Figure 14-4, shown earlier).
- **set\_expression (required)** Defines the number of elements in the cube based on an MDX. The expression can be entered directly or can be in a cell that is referenced. You can also use tuples in expressions.
- **caption (optional)** A string displayed in the cell instead of the caption of the member in the cube. If a tuple is used, the function returns the caption of the last member in the tuple.
- **sort\_order (optional)** The type of sorting; the values are integers that affect the treatment of the fifth argument, *sort\_by* (see Table 14-3). The formulas are context-sensitive (see Figure 14-7).

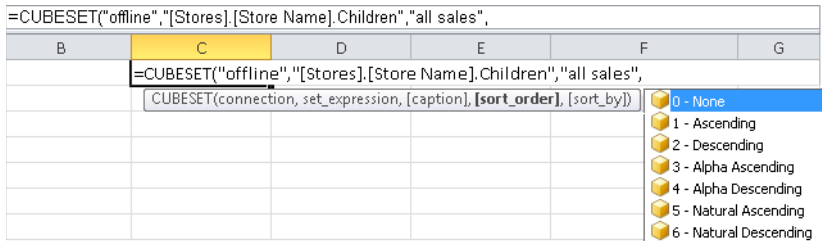


Figure 14-7 Tooltips show the choices for the CUBESET() function.

Table 14-3 Integers for the Fourth Argument of the CUBESET() Function

Integer	Description	Impact on the Fifth Argument
0	Leaves the set in the existing order in the cube	Ignored
1	Sorts the set in ascending order by <i>sort_by</i>	Required
2	Sorts the set in descending order by <i>sort_by</i>	Required
3	Sorts the set in ascending alphabetical order	Ignored

Integer	Description	Impact on the Fifth Argument
4	Sorts the set in descending alphabetical order	Ignored
5	Sorts the set in natural ascending order	Ignored
6	Sorts the set in natural descending order	Ignored

The default value of the fourth argument is 0. An alphabetical sorting for a set of tuples is based on the last element in the tuple. You will find more information about the different sort orders in the SQL Analysis Services Help.

- **sort\_by (optional)** The *sort\_by* argument depends on the fourth argument and defines the values in the set that is sorted. If *sort\_by* is not provided but *sort\_order* requires *sort\_by*, the function returns the #VALUE! error.

**Background** When you use CUBESET() as an argument for another cube function, the set instead of the displayed value is used in the argument.

### Note

In the cell containing the function, the message #GETTING\_DATA temporarily appears while the data is being queried.

Error values and messages provide information about incorrect or missing entries:

- If the connection name is not a valid workbook connection, the CUBESET() function returns the #NAME? error.
- If the OLAP server (or the offline cube) is not available, you get an error message. The content of the affected cell doesn't change.
- If *set\_expression* is longer than 255 characters, the CUBESET() function returns the #VALUE! error.
- CUBESET() returns the #N/A error when:
  - The *set\_expression* syntax is incorrect.
  - The set specified in the MDX query doesn't exist in the cube.
  - The set contains at least one member with a different dimension from the other members.
- CUBESET() might return the #N/A error when the connection to the data source is interrupted and cannot be re-established.

**Example** The formula

```
=CUBESET("offline", "[Stores].[Store].Children",
  "all store sales", 2, "[Measures].[Sale]")
```

returns the sorted set of all stores based on the sales (all products and years). The store with the largest sale is listed first.

You can use the cell containing the formula to create cell labels. The actual content of the cell is more informative if it refers to the cells with the CUBESET() entries.

**See Also** All other cube functions, GETPIVOTDATA()

## CUBESETCOUNT()

**Syntax** CUBESETCOUNT(*set*)

**Definition** This function returns the number of members in a set.

**Argument**

- **set (required)** A set defined with the CUBESET() function or a reference to the cell containing members of the cube

**Background** The result of this function is an integer. If the argument causes an error, this error is also returned as the result.

### Note

In the cell containing the function, the message #GETTING\_DATA temporarily appears while the data is being queried.

**Example** In the CUBESETCOUNT() function, if you reference a cell that returns the sorted set of the stores like

```
=CUBESET("offline", "[Stores].[Store].Children", "all store sales", 2, "[Measures].[Sale]")
```

the result will be 4. You get the same result if you pass this formula as an argument. The keyword *Children* is not context sensitive.

**See Also** All other cube functions, GETPIVOTDATA()

# CUBEVALUE()

**Syntax** CUBEVALUE(*connection*,*member\_expression1*,*member\_expression2*,...)

**Definition** This function returns the value of a member (cell) from a cube.

## Arguments

- **connection (required)** A string with the name of the workbook connection to the cube. After you enter the first quotation mark, the existing context-sensitive data connections are displayed (see Figure 14-4, shown earlier).
- **member\_expression1 (required) and member\_expression2 (optional)** At least one and up through 255 expressions that define the position of a member in the cube based on an MDX. The expression can be entered directly or can be in a cell that is referenced. You can also use tuples in expressions. Alternatively, *member\_expression* can be a set defined with the CUBESET() function. If no measure is specified in *member\_expression*, the default measure for that cube is used.

Because the argument can be repeated, you can define intersections. You can also use tuples.

**Background** When you use CUBEVALUE() as an argument for another cube function, the MDX expression instead of the displayed value is used in the argument.

## Note

In the cell containing the function, the message #GETTING\_DATA temporarily appears while the data is being queried.

Error values and messages provide information about wrong or missing entries:

- If the connection name is not a valid workbook connection, the CUBEVALUE() function returns the #NAME? error.
- If the OLAP server (or the offline cube) is not available, you get an error message. The content of the affected cell doesn't change.
- If at least one member within the arguments or the tuple is invalid, the CUBEVALUE() function returns the #VALUE! error.
- If *member\_expression* is longer than 255 characters, the CUBEVALUE() function returns the #VALUE! error.

- CUBEVALUE() returns the #N/A error when:
  - The *member\_expression* syntax is incorrect.
  - The member specified in the MDX query doesn't exist in the cube.
  - The tuple is invalid because there is no intersection for the specified values.
  - The set contains at least one member with a different dimension from the other members.
- CUBEVALUE() might return the #N/A error when the connection to the data source is interrupted and cannot be re-established

The formula

```
=CUBEVALUE("offLine", "[Measures].[GrossSales]", "[Stores].[Store].[All].
[NorthEast]", "[Years].[Year].[All].[2009]", "[Products].[Product].
[All].[Cookies]")
```

calculates the gross sales for cookies in the store NorthEast in the year 2009: \$1,856.40. You get the same result if you use a tuple (the arguments of the previous formula are enclosed in parentheses):

```
=CUBEVALUE("offLine", "( [Measures].[GrossSales], [Stores].[Store].[All].[NorthEast],
[Years].[Year].[All].[2009], [Products].[Product].[All].[Cookies] )")
```

If you enter the formula

```
=CUBEMEMBER("offLine", "[Products].[Product].[All].[Cookies]")
```

in cell B3, the formula

```
=CUBEVALUE("offLine", B3)
```

returns the total sales for cookies: \$21,796.

You can also use the examples for the CUBEKPIMEMBER() function. The formula

```
=CUBEVALUE("offLine", CUBERANKEDMEMBER("offLine", CUBESET("offLine", "[Stores]
.[Store].Children", "all store sales", 2; "[Measures].[sale]", 1))
```

returns \$10,814 for the total sales of the best store (NorthEast).

**See Also** All other cube functions, GETPIVOTDATA()

### Sample Files

Use the *offline cubeTest.xlsx* sample file. This sample file and the additional files are found in the Chapter14 folder. For more information about the sample files, see the section titled "Using the Sample Files" on page xxiii.

# Index

## Symbols

- 64-bit version, Excel 2010, 1013
- 1900 date system, for Windows, 42
- 1904 date system, for Mac, 42, 46
- & (ampersand), text operator, 107–108**
- <> (angle brackets)**
  - > greater than operator, 107, 296, 639
  - >= greater than or equal to operator, 107, 296, 639
  - < less than operator, 107, 296, 639
  - <= less than or equal to operator, 107, 296, 639
  - <> not equal to operator, 107, 296, 639
  - <> in search criteria, 638
- ' (apostrophe), preceding comments in custom functions, 201**
- \* (asterisk)**
  - multiplication operator, 104, 106
  - wildcard, 637, 639
- @ (at sign), in cell references in tables, 117**
- \ (backslash), indicating fill-aligned text, 349**
- { (braces), enclosing array formulas, 119, 120**
- ^ (caret)**
  - exponentiation operator, 104, 106
  - indicating centered text, 349
- : (colon), range operator, 108–110**
- , (comma)**
  - connection operator, 108, 110
  - separating function arguments, 143, 144
- \$ (dollar sign), preceding cell references, 114, 116**
- " (double quote), indicating right-aligned text, 349**
- "" (double quotes)**
  - enclosing text or spaces in cells, 107, 108
  - enclosing text with wildcards, 639
- = (equal sign)**
  - assigning results to custom functions, 195
  - equal to operator, 107, 296, 639
  - preceding formulas, 103
  - in search criteria, 639
  - =? wildcard, 639
  - =\* wildcard, 639
- / (forward slash)**
  - in date values, 41
  - division operator, 104, 106
- (minus sign)**
  - correcting position of, 55
  - in date values, 41
  - negative value operator, 55, 106
  - subtraction operator, 104, 106
- () (parentheses)**
  - cells formatted with, determining, 349
  - enclosing function arguments, 143
  - grouping expressions in formulas, 105–106
  - highlighting of, 106
- % (percent operator), 104, 106**
- + (plus sign)**
  - addition operator, 104, 106
  - in keyboard shortcuts, xxii
- ? (question mark), wildcard, 637, 639**
- ' (single quote), indicating left-aligned text, 349**
- " " (space)**
  - in database record, 638
  - in functions, avoiding, 144
  - highlighting cells containing, 179
  - including in cells, 108
  - intersection operator, 108, 110–111
  - removing from text, 54–55
  - in search criteria, 638

\_ (underscore), continuing lines in custom functions, 205

## A

ABS() function, 813–814

absolute references, 113–115. *See also* mixed references

absolute value, 813–814, 935–937

ACCRINT() function, 695–697

ACCRINTM() function, 697–699

accrued interest, 695–697, 697–699, 713–714

ACOS() function, 814–816

ACOSH() function, 816–817

add-ins

PowerPivot add-in, 1015

saving custom functions in, 218

Solver add-in, 1015

Add-Ins dialog box, 44

addition operator (+), 104, 106

Add Procedure dialog box, 198–199

ADDRESS() function, 308–311

address (of a cell). *See* cell references

address (postal address), separating parts of, 50–51

AGGREGATE() function, 818–821, 1014

algebraic form of complex number, 942–944

AM designation, for times, 43

AMORDEGRC() function, 699–701

AMORLINC() function, 702–703

amortization calculations, 90, 691

ampersand (&), text operator, 107–108

analytical statistics, 67

Analyze tab, Data group, Refresh button, 38

AND() function, 60, 291–292

angle brackets (<>)

> greater than operator, 107, 296, 639

>= greater than or equal to operator, 107, 296, 639

< less than operator, 107, 296, 639

<= less than or equal to operator, 107, 296, 639

<> not equal to operator, 107, 296, 639

<> in search criteria, 638

annuities, 85–89, 690

amount of, 762–764

duration of annuity calculation, 747–750

interest part of, 736–738

interest rate for, 779–783

loans repaid as annuity loans, 713–714

repayment part of, 765–766

anticipative interest rate, 720–722

anticipative interest yield, 690

apostrophe ('), preceding comments in custom functions, 201

Arabic numbers, converting to Roman numerals, 867–869

arccosine, 814–816

arctangent, 824–825, 825–826

AreaCircle1() custom function, 214–216

AreaCircle() custom function, 196–203

AreaQuad() custom function, 203–210

AreaSect() custom function, 210–211

AREAS() function, 311–312

arguments

of built-in functions, 143, 144–146, 152, 156

of custom functions, 200, 203–205

arithmetic-degressive (digital) method of depreciation, 786–787

arithmetic functions. *See* mathematical functions

arithmetic operators, 104–106

array formulas, 119–120

arrays, 810. *See* cell ranges

determinant of, 850–851

inverse of, 851–854

multiplication of, 854–855

ASC() function, 256–257

ASIN() function, 821–822

ASINH() function, 822–823

asset depreciation

with arithmetic-degressive (digital) method, 786–787

based on French accounting system, 699–701

with geometric-degressive method, 717–718, 792–793

with linear depreciation method, 702–703, 785–786

with multiple-rate method, 719–720

asterisk (\*)

multiplication operator, 104, 106

wildcard, 637, 639

ATAN2() function, 825–826

ATAN() function, 824–825

ATANH() function, 827–828

at sign (@), in cell references in tables, 117

auditing formulas, 134–138

AutoCorrect, saving formulas with, 156–157

AutoFill series, 4–7

AutoFilter

- for formatting, 178
- limits for, 1012
- list control used by, 640

automatic calculation of formulas, 134

AVEDEV() function, 388–389

average absolute deviation, 388–389

AVERAGEA() function, 392–394

AVERAGE() function, 71, 390–392, 818

AVERAGEIF() function, 72, 395–398, 1011

AVERAGEIFS() function, 72, 398–401, 1011

averages. *See* mean values

## B

backslash (\), indicating fill-aligned text, 349

BAHTTEXT() function, 257–258

Bessel functions, 955

- of first kind, 957–959
- of first kind, modified, 955–957
- of second kind, 961–963
- of second kind, modified, 959–961

BESSELI() function, 955–957

BESSELJ() function, 957–959

BESSELK() function, 959–961

BESSELY() function, 961–963

BETADIST() and BETA.DIST() functions, 401–403

beta distribution, 401–403, 403–407

BETAINV() and BETA.INV() functions, 403–407

BIN2DEC() function, 910–911

BIN2HEX() function, 911–912

BIN2OCT() function, 912–913

binary system, 907, 908–909

- converting decimal to, 914–915
- converting hexadecimal to, 918–920
- converting octal to, 922–924
- converting to decimal, 910–911
- converting to hexadecimal, 911–912
- converting to octal, 912–913

BINOMDIST() and BINOM.DIST() functions, 407–411

binomial distribution, 407–411, 411–413, 531–532

BINOM.INV() function, 411–413

blank cells. *See* empty cells

blank, determining whether cell is, 65

Boolean comparison operators. *See* comparison operators

boolean data type. *See* logical data type

braces ({}), enclosing array formulas, 119, 120

branching, VBA, 206–210

built-in functions. *See* functions

buttons. *See* controls

## C

calculated search criteria, 639

calculation clusters, 1014, 1015

calculations. *See* formulas; functions

caret (^)

- exponentiation operator, 104, 106
- indicating centered text, 349

case-sensitivity

- of formulas, 112
- of functions, 147

CEILING() function, 828–829

CEILING.PRECISE() function, 829–830, 1014

CELL() function, 55, 160, 162, 348–352

cell ranges

- as function arguments, 145–146, 152
- largest values in, 503–505
- number of columns in, 315–316
- number of contiguous ranges in a reference, 311–312
- number of empty cells in, 352–353
- number of rows in, 338–339
- references to, 108, 109–110
- transposing, 341–343

cell reference data type, 144

cell references, 111–119

- absolute references, 113–115
- to cell ranges, 108, 109–110
- changing type of, F4 key for, 117
- circular references, 117–119
- column number of, 314–315
- converting row and column numbers to, 308–311



**cell references (cont.)**

- converting text string to, 326–327
- determining, for a cell, 348
- determining whether value is, 369–371
- to entire columns or rows, 109–110
- to entire worksheet, 110
- as function arguments, 145, 152
- to intersection of cells, 108, 110–111
- mixed references, 115–117
- to nonadjacent cells, 108, 110
- number of contiguous ranges in a reference, 311–312
- number of rows in, 338–339
- relative references, 113
- return reference that is offset from starting reference, 333–337
- row number of, 337–338
- of upper-left cell, determining, 357

**cells**

- color of, 349
- column number of, 349
- contents of, 349
- data type of, 349
- empty
  - database search criteria for, 639
  - determining if cell is, 359–360, 435
- formatting. *See* formatting
- formatting of, determining, 349
- information about, 348–352
- justification of, 349
- limits for, 1012
- row number of, 349
- validating. *See* validation
- width of, 348

**CHAR() function, 57, 179, 258–259****charts**

- column charts, 21–23
- formatting, 25–28
- miniature, in a cell. *See* sparklines
- pie charts, 24–25
- from PivotTable data. *See* PivotCharts

**check boxes. *See* controls****CHIDIST() function, 414–416****CHISQ.DIST() function, 413–414****CHISQ.DIST.RT() function, 414–416****CHISQ.INV() function, 416–417****CHISQ.INV.RT() function, 418–419****CHISQ.TEST() function, 420–422****chi-squared distribution, 413–414, 414–416, 416–417, 418–419, 420–422****CHITEST() function, 420–422****CHOOSE() function, 312–314****circular references, 117–119****CLEAN() function, 259–260****CODE() function, 260–261****colon (:), range operator, 108–110****color**

- limits for, 1012
- of a cell, 349

**column charts, 21–23****COLUMN() function, 314–315****column number, determining for a cell, 349****COLUMNS() function, 315–316****columns, in database, 635. *See also* database; database functions****columns, in worksheet**

- limits for, 1012
- references to entire columns, 109–110

**COM automation, retrieving real-time data from, 339–341****combinations, number of, 830–831****COMBIN() function, 830–831****comma (,)**

- connection operator, 108, 110
- separating function arguments, 143, 144

**comments, VBA, 201****comparison operators, 106–107, 296****COMPLEX() function, 934–935****complex number functions, 905, 931–932**

- absolute value of complex number, 935–937
- algebraic form of complex number, 942–944
- argument  $\Phi$  for, 939
- complex conjugate of complex number, 940
- cosine of complex number, 940–941
- division of complex numbers, 941–942
- exponentiation of complex number, 946–948

- imaginary part of complex number, 938
- linking real numbers to create a complex number, 934–935
- list of, 905–906
- logarithm of complex number, 945, 946
- multiplication of complex numbers, 948–949
- natural logarithm of complex number, 944–945
- real part of complex number, 949
- sine of complex number, 950
- square root of complex number, 950–951
- subtraction of complex numbers, 952
- sum of complex numbers, 953
- compound interest, 690**
- CONCATENATE() function, 57, 261–262**
- concatenating text, 56–57**
- conditional calculations. *See also* logical functions**
  - AVERAGEIF() function, 395–398, 1011
  - AVERAGEIFS() function, 398–401, 1011
  - COUNTIF() function, 172–174, 191, 435–438
  - COUNTIFS() function, 438–440, 1011
  - SUMIF() function, 886–888
  - SUMIFS() function, 888–889, 1011, 1012
- conditional formatting**
  - for alternate rows in a list, 176–177
  - changing, 185
  - comparing table content, 174–176
  - finding cells containing, 185–186
  - formulas for, 166–187
  - for grouping data, 182–183
  - for holiday dates, 169–172
  - for identical values, 172–174
  - KPIs in, 21
  - for largest values, 505
  - limits for, 1012
  - for range of values, 18–21
  - for reference lines in tables, 179–182
  - for spaces in cells, 179
  - for subtotals, 183–185
  - toolbar icon for, 186–187
  - for top three values, 177–178
  - troubleshooting, 187
  - for weekend dates, 167–170
- Conditional Formatting dialog box, 166, 178, 180, 181, 183, 185**
- conditions, VBA, 206–210**
- CONFIDENCE() function, 423–426**
- confidence interval, 423–426, 427**
- CONFIDENCE.T() function, 427**
- connection operator (,), 108, 110**
- constants**
  - in formulas, 105, 111
  - as function arguments, 145
- contact information for this book, xxxvi**
- controls, 640**
- conventions used in this book, xxii–xxiii**
- conversion functions**
  - Arabic numbers to Roman numerals, 867–869
  - between measurement systems, 926–931
  - binary number to decimal number, 910–911
  - binary number to hexadecimal number, 911–912
  - binary number to octal number, 912–913
  - decimal number to binary number, 914–915
  - decimal number to hexadecimal number, 915–917
  - decimal number to octal number, 917–918
  - degrees to radians, 863–865
  - for engineering, 904, 907–909
  - hexadecimal number to binary number, 918–920
  - hexadecimal number to decimal number, 920–921
  - hexadecimal number to octal number, 921–922
  - octal number to binary number, 922–924
  - octal number to decimal number, 924
  - octal number to hexadecimal number, 925–926
  - radians to degrees, 835–837
- CONVERT() function, 926–931**
- correlation, 68, 428–431**
- CORREL() function, 428–431**
- COS() function, 832–834**
- COSH() function, 834–835**
- cosine, 832–834, 940–941**
- COUNTA() function, 71, 434, 818**
- COUNTBLANK() function, 352–353, 435**
- COUNT() function, 431–433, 818**
- COUNTIF() function, 172–174, 191, 435–438**
- COUNTIFS() function, 438–440, 1011**

**counting**

- all numbers in argument list, 431–433, 818
- all numbers in database matching search criteria, 643–645
- all values in argument list, 434, 818
- all values in database matching search criteria, 645–647
- all values matching search criteria, 435–438, 438–440
- cells, 71
- cells that are not empty, 79
- empty cells, 435
- list of functions for, 69–70

**COUPDAYBS() function, 704–705****COUPDAYS() function, 705–706****COUPDAYSNC() function, 707–708****COUPNCD() function, 708–709****COUPNUM() function, 710–711****COUPPCD() function, 711–712****COVAR() function, 441–444**

covariance, 441–444, 444–445, 445–446

**COVARIANCE.P() function, 444–445****COVARIANCE.S() function, 445–446****Create Names dialog box, 178****Create Table dialog box, 12****CRITBINOM() function, 411–413****cube functions, 80–84, 673–676, 1011–1012**

- count of members in set, 686
- KPI (Key Performance Indicator), 676–678
- list of, 675–676, 1003
- offline cube as data source, 673–674
- retrieving cube members, 678–680
- retrieving member properties, 681–682
- retrieving members of specified rank, 682–683
- retrieving member values, 687–688
- retrieving set of cube members, 684–686
- SQL Server Analysis Services as data source, 673

**CUBEKPIMEMBER() function, 676–678****CUBEMEMBER() function, 678–680****CUBEMEMBERPROPERTY() function, 681–682****CUBERANKEDMEMBER() function, 84, 682–683****CUBESETCOUNT() function, 686****CUBESET() function, 684–686****CUBEVALUE() function, 84, 687–688****CUMIPMT() function, 713–714****CUMPRINC() function, 715–717****currency**

- decimal places as numerator of fraction, converting, 723–724, 724–725
- formatting numeric values as, 10, 262–263

**current directory, path of, 357****custom functions**

- arguments for
  - declaring, 200
  - multiple arguments, 203–205
  - optional arguments, 204–205, 210–211
- branching with logical conditions, 206–210
- categories for, 1012
- comments in, 201
- creating, 194–203
- Excel built-in functions in, 215–216
- list of, displaying, 203
- loops in, 212–214
- naming, 199
- public, 200
- return value, data type for, 200
- saving in add-ins, 218
- splitting statements across multiple lines, 205
- testing, 202
- using, 217
- variables in, 213–214

**Customize dialog box, 187****D****D1–D9, indicating date and time formats, 350****data. See dates and times; logical values; numeric values; text****database, 635–636**

- controls in, 640
- search criteria for, 636–639
- spaces in, 638

**database functions, 73–80**

- arguments in, 636–638
- counting, 79
- counting records, 643–645, 645–647
- dynamic names used in, 73–78
- list of, 640–641, 1002–1003

- maximum value of column, 649–650
- mean values, 80, 641–643
- minimum value of column, 650–651
- multiplication of column values, 652–654
- PivotTable reports, retrieving data from, 664–672
- requirements for, 73
- retrieving records, 647–648
- search criteria for, 636–639
- standard deviation, 654–655, 656–657
- subtotal, 883–885
- sum of column values, 657–660
- variance, 661–662, 662–663
- data cubes, functions for.** *See* **cube functions**
- data functions.** *See* **numeric values, functions for**
- data series**
  - individual, 4–7
  - month, 2–4
- data tables.** *See* **tables (formerly called lists)**
- data types**
  - determining, for a value or cell, 349, 375–378
  - list of, 144
- data validation.** *See* **validation**
- Data Validation dialog box, 188, 189, 190, 191**
- DATEDIF() function, 222–223**
- DATE() function, 220–222**
- dates and times, 41–50**
  - conditional formatting based on
    - for holidays, 169–172
    - for weekends, 167–170
  - conversions of
    - between measurement units, 927
    - from text to Excel time, 241
    - from separate parts to Excel date, 220–222
    - from separate parts to Excel time, 239–240
    - from text to Excel date, 224–225
  - current date, determining, 237–238, 242
  - current time
    - determining, 237–238
    - entering, 45
  - data series containing, 2–4
  - date calculations
    - Daylight Saving Time, 45
    - day of the year, 45
    - leap years, 44
    - months added or subtracted from start date, 228–229, 230–231
    - quarters of the year, 49
    - using in names, 163
    - work days added or subtracted from start date, 247–249, 249–251
  - Excel date system for, 42–43
  - extracting parts of
    - day number, 225–226
    - hour, 231–232
    - minute, 232–233
    - month number, 233–234
    - second, 238–239
    - weekday number, 243–245
    - week number, 246–247
    - year, 251–252
  - formatting, 43
  - functions for
    - enabling, 44
    - list of, 219–220, 993–994
  - interval (difference) calculations
    - fraction of a year between two dates, 252–254
    - number of days between dates, 226–228
    - number of work days between dates, 234–235, 236–237
    - number of years, months, or days between dates, 222–223
  - time calculations
    - adding times, 48
    - decimal (industrial) hours, converting to, 49–50
    - including other types of values, 48
    - rounding times, 49
    - subtracting times, 46–48
    - values for, entering, 41, 45
- date/time data type, 144**
- DATEVALUE() function, 224–225**
- DAVERAGE() function, 80, 641–643**
- DAY() function, 225–226**
- Daylight Saving Time, calculating, 45**
- DAYS360() function, 85, 226–228**
- DB() function, 717–718**

**DCOUNTA() function**, 79, 645–647

**DCOUNT() function**, 643–645

**DDB() function**, 719–720

**DEC2BIN() function**, 914–915

**DEC2HEX() function**, 915–917

**DEC2OCT() function**, 917–918

**decimal (industrial) hours**, 49–50

**decimal system**, 907

- converting binary to, 910–911

- converting hexadecimal to, 920–921

- converting octal to, 924

- converting to binary, 914–915

- converting to hexadecimal, 915–917

- converting to octal, 917–918

**degrees**

- converting radians to, 835–837

- converting to radians, 863–865

**DEGREES() function**, 835–837

**DELTA() function**, 967–969

**depreciation of assets**. *See* asset depreciation

**descriptive statistics**, 67

**Design tab (PowerPivot)**, 97, 98

**determinant of an array**, 850–851

**Developer tab, Visual Basic button**, 196

**deviations**

- average absolute, 388–389

- squared, sum of, 446–448

- standard deviation. *See* standard deviation

**DEVSQ() function**, 446–448

**DGET() function**, 647–648

**digital (arithmetic-degressive) method of depreciation**, 786–787

**DigitSum() custom function**, 211–214

**Dirac delta function**, 967

**DISC() function**, 720–722

**distributions**

- beta distribution, 401–403, 403–407

- binomial distribution, 407–411, 411–413

- chi-squared distribution, 413–414, 414–416, 416–417, 418–419, 420–422

- F-distribution, 452–453, 453–455, 456, 457–459

- frequency distribution, 472–476

- gamma distribution, 476–480, 481–482

- hypergeometric distribution, 494–497

- lognormal distribution, 515–518, 518–519

- negative binomial distribution, 531–532

- normal distribution, 533–536, 537–539, 539–541, 542–544

- Poisson distribution, 558–560

- skewness of, 575–578

- standardized normal distribution, 583–585

- t-distribution, 599, 600, 601–602, 603, 604–606

- Weibull distribution, 629–632

**#DIV/0! error**, 66, 354

**division**, 863

- of complex numbers, 941–942

- remainder of, 855–857

**division operator (/)**, 104, 106

**DMAX() function**, 649–650

**DMIN() function**, 650–651

**DOLLARDE() function**, 723–724

**DOLLARFR() function**, 724–725

**DOLLAR() function**, 262–263

**dollar sign (\$)**, preceding cell references, 114, 116

**double factorial**, 840–841

**double quote (")**, indicating right-aligned text, 349

**double quotes ("" )**

- enclosing text or spaces in cells, 107, 108

- enclosing text with wildcards, 639

**Do Until loops, VBA**, 212

**Do While loops, VBA**, 212

**DPRODUCT() function**, 652–654

**DSTDEV() function**, 654–655

**DSTDEVP() function**, 656–657

**DSUM() function**, 80, 657–660

**DURATION() function**, 725–727

**DVAR() function**, 661–662

**DVARP() function**, 662–663

**dynamic name, for database**, 73–78

**dynamic range names**, 163–165

## E

**E2**, indicating scientific format, 350

**eBook edition of this book**, xxiii

**EDATE() function, 228–229**

**Edit Relationship dialog box, 98**

**EFFECT() function, 727–729**

**Else keyword, VBA, 206**

**empty cells**

database search criteria for, 639

determining if cell is, 435

**empty, determining whether cell is, 65**

**End Function statement, VBA, 195**

**energy measurements, conversions between, 928**

**engineering functions, 903–906**

complex number functions, 905, 931–932

absolute value of complex number, 935–937

algebraic form of complex number, 942–944

argument  $\Phi$  for, 939

complex conjugate of complex number, 940

cosine of complex number, 940–941

division of complex numbers, 941–942

exponentiation of complex number, 946–948

imaginary part of complex number, 938

linking real numbers to create a complex number, 934–935

logarithm of complex number, 945, 946

multiplication of complex numbers, 948–949

natural logarithm of complex number, 944–945

real part of complex number, 949

sine of complex number, 950

square root of complex number, 950–951

subtraction of complex numbers, 952

sum of complex numbers, 953

conversion functions, 904, 907–909

between measurement systems, 926–931

binary number to hexadecimal number, 911–912

binary number to octal number, 912–913

decimal number to binary number, 914–915

decimal number to hexadecimal number, 915–917

decimal number to octal number, 917–918

hexadecimal number to binary number, 918–920

hexadecimal number to decimal number, 920–921

hexadecimal number to octal number, 921–922

octal number to binary number, 922–924

octal number to decimal number, 924

octal number to hexadecimal number, 925–926

higher mathematics functions, 906

Bessel function of first kind, 957–959

Bessel function of second kind, 961–963

complement to Gauss error function, 966–967

modified Bessel function of first kind, 955–957

modified Bessel function of second kind, 959–961

probability integrals, 963–966

list of, 904–906, 1008–1009

saltus functions, 906, 967–970

**EOMONTH() function, 230–231**

**equal sign (=)**

assigning results to custom functions, 195

equal to operator, 107, 296, 639

preceding formulas, 103

in search criteria, 639

=? wildcard, 639

=\* wildcard, 639

**ERFC() function, 966–967**

**ERFC.PRECISE() function, 966–967, 1014**

**ERF() function, 963–966**

**ERF.PRECISE() function, 963–966, 1014**

**errata information for this book, xxxvi**

**error integrals, 955, 963–966, 966–967**

**errors**

checking for, 300–301

determining if value is, 361–362

determining whether cell contains, 65–66

determining whether value is, 360–361

#DIV/0! error, 66

list of, 300

#N/A error. *See* #N/A error

#NAME? error, 217

type of, determining, 354–356

**ERROR.TYPE() function, 354–356**

**EVEN() function, 837–838**

**even number, determining whether cell is, 65**

**EXACT() function, 264–265**

**example files for this book, xxiii–xxxv**

**Excel**

memory usage of, determining, 357

version of, determining, 357

**Excel 2003**

- circular references, error for, 117
- conditional formatting, 166–167, 168–169, 185–187
- copying and pasting formulas, 131
- copying formulas with Fill function, 129
- custom functions, list of, 203
- defining names, 160–161
- EDATE() function, as add-in, 228
- engineering functions, enabling, 903
- EOMONTH() function, as add-in, 230
- Excel options, 6
- extending selections, 124
- financial functions, enabling, 691
- formula auditing, 135, 137
- formula calculation types, 133
- formulas in data validation, 190
- function ScreenTips, displaying, 147
- ISEVEN() function, as add-in, 362
- ISODD() function, as add-in, 368
- limits in, list of, 1012
- mathematical and trigonometry functions, enabling, 811
- moving cells, 125
- nesting limits for functions, 142, 143
- Pivot functions, 30
- protecting formulas, 132
- Visual Basic Editor, 196

**Excel 2003 (differences from Excel 2010)**

- 1904 date system, enabling, 46
- analysis functions, enabling, 44
- cell formatting, 42, 48
- column limits, 73
- lists, assigning dynamic names using, 77
- row limits, 73

**Excel 2007, 1011–1013**

- AVERAGEIF() function, 395–398, 1011
- AVERAGEIFS() function, 398–401, 1011
- converting files for earlier Excel versions, xxiv
- COUNTIFS() function, 438–440, 1011
- cube functions, 1011–1012
- custom functions, sharing, 218
- Excel options, 6
- file formats, 1013

- IFERROR() function, 1011, 1012
- limits in, list of, 1012
- statistical functions added in, 385, 398, 438
- SUMIFS() function, 888–889, 1011, 1012

**Excel 2010, 1013–1016**

- 64-bit version, 1013
- AGGREGATE() function, 818–821, 1014
- calculation clusters, 1014, 1015
- CEILING.PRECISE() function, 829–830, 1014
- converting files for earlier Excel versions, xxiv
- ERFC.PRECISE() function, 966–967, 1014
- ERF.PRECISE() function, 963–966, 1014
- file formats, 1013
- FLOOR.PRECISE() function, 842–843, 1014
- limits in, list of, 1012
- NETWORKDAYS.INTL() function, 1014
- PowerPivot, 1015
- Solver add-in, 1015
- statistical functions
  - compatibility category of, 385
  - new and changed, list of, 386–387
- WORKDAY.INTL() function, 1014

**Excel 2010 (new and changed features in)**

- PowerPivot for Excel 2010 add-in, 93–102
- statistical functions, 70

**Excel Cluster Connector, 1015****Excel Options dialog box, 5**

exchange rates. *See* investments

**EXP() function, 838–839****EXPON.DIST() function, 448–451****EXPONDIST() function, 448–451**

exponential curve for regression analyses, 511–515

exponential distributed random variable, probability of, 448–451

exponential trend, 487–491

exponentiation, 838–839, 860–861, 946–948

exponentiation operator (^), 104, 106

expressions, as function arguments, 145, 146

**F**

F0 or F2, indicating number formats, 350

F4 key, changing reference types, 117

**FACTDOUBLE() function, 840–841**

**FACT() function, 839–840**

**factorial, 839–840, 840–841**

**FALSE() function, 293–295**

**FDIST() and F.DIST.RT() functions, 453–455**

**F.DIST() function, 452–453**

**F-distribution**

left quantile, 452–453, 456

right quantile, 453–455, 457–459

**fields, in database, 635, 636. See also database; database functions**

**file extensions, 218, 1013**

.xlam file extension, 1013

.xlsb file extension, 1013

.xism file extension, 218, 1013

.xlsx file extension, 218, 1013

.xltm file extension, 1013

.xltx file extension, 1013

**file name of workbook, determining, 55, 161, 349**

**File tab, Options button, 196**

**filtering tabular data. See PivotTables**

**financial functions, 84–90, 690–695**

amortization calculations, 691

annuities, 690

amount of annuity, 762–764

duration of annuity calculation, 747–750

interest part of, 736–738

interest rate for, 779–783

loans repaid as annuity loans, 713–714

repayment part of, 765–766

asset depreciation

with arithmetic-degressive (digital) method, 786–787

based on French accounting system, 699–701

with geometric-degressive method, 717–718, 792–793

with linear depreciation method, 702–703, 785–786

with multiple-rate method, 719–720

capital value for series of surpluses, 796–798

cash value of regular payment flow, 776–779

final value

for regular payment flow, 729–732

for variable periods, 732–734

**fixed-interest securities**

accrued interest of, 695–697, 697–699

annual yield of, 806–808

date of first interest payment, 708–709

date of last interest payment, 711–712

days in interest period, 705–706

days since last interest payment, 704–705

days to next coupon date, 707–708

Macauley Duration for, 725–727

modified duration for, 742–743

number of interest payments, 710–711

price of, 752–755, 757–759, 767–771

yield of, 755–757, 759–761, 799–803

**interest, 85–89, 148–150**

accrued interest, 695–697, 697–699, 713–714

annual interest rate in arrears, 788–789

anticipative interest rate, 720–722

anticipative interest yield, 690

compound interest, 690

duration of compound interest rate, annuity, or repayment, 747–750

effective annual interest rate, 727–729

interest payment for annuity, 736–738

interest rate for compound interest and annuities, 779–783

interest rate for marked down securities, 734–736

interest yield in arrears, 690

internal interest rate, 794–796

internal interest rate of dynamic investment, 738–740

nominal interest rate, 746

period interest rate, calculated from annual, 741–742

simple interest, 690

**investments, 89–90, 691**

internal interest rate of dynamic investment, 738–740

internal yield of investment, 744–745

**list of, 692–695, 1003–1005**

**loan repayments, 690**

accrued interest between two points, 713–714

net cash value of future period surpluses, 750–752

repayment portion between two points, 715–717

**price, 691. See also securities**

**repayment amount of a deposit, 783–785**



**fixed-interest securities (cont.)**

securities. *See also* fixed-interest securities

- annual yield for marked down security, 803–806
- anticipative interest rate, 720–722
- decimal places as numerator of fraction, converting, 723–724, 724–725
- disbursement amount of simply discounted security, 771–774
- interest rate for marked down securities, 734–736
- price of discounted securities as percent, 789–790
- price of security with simple interest yield in arrears, 774–776
- yield of discounted security, 790–791

**FIND() and FINDB() functions**, 51, 52, 55, 160–161, 161, 179, 266–267

**Find And Replace dialog box**, 179

**FINV() and F.INV.RT() functions**, 457–459

**F.INV() function**, 456

**FISHER() function**, 462–466

**FISHERINV() function**, 467

**Fisher transformation**, 462–466, 467

**FIXED() function**, 268–269

**FLOOR() function**, 841–842

**FLOOR.PRECISE() function**, 842–843, 1014

**fonts used in this book**, xxii

**force measurements, conversions between**, 928

**FORECAST() function**, 468–471

**forecasts**. *See* probability

**Format Cells dialog box**, 19, 48

**Format dialog box**, 167

**formatting**

- charts, 25–28
- conditional. *See* conditional formatting
- dates, 43
- determining, for a cell, 349
- limits for, 1012
- numeric values
  - as currency, 10, 262–263
  - as percentage, 17
- table formats, 12–13

**formulas**

- array formulas, 119–120
- auditing, 134–138

calculation options for, 133–134

case-sensitivity of, 112

cell references in. *See* cell references

combining results from multiple formulas, 107–108

for conditional formatting, 166–187

constants in, 105, 111

converting to fixed values, 131–132

copying, 123–125, 126–130

- absolute references in, 113–115

- mixed references in, 115–116

- relative references in, 113

editing, 155

entering, 103–104, 112–113

- in multiple cells, 122

- in multiple worksheets, 122

hiding, 133

highlighting cells referenced by, 123

limits for, 1012

moving, 125–126

in names, 159–165

operators in. *See* operators

partial calculations in, analyzing, 158

protecting from being changed, 132–133

results of, converting to fixed values, 8–10

saving to repeat in other workbooks, 156–157

selecting cells containing, 122–123

tracing, 136–137

troubleshooting, 138–140

for validation, 187–192

viewing formulas in cells, 121

viewing results in cell, 104

**Formulas tab**

Add Function (fx) button, 203

Defined Names group, Define Names button, 63, 74, 76, 160–161

Insert Function button, 148

**For Next loops, VBA**, 212–214**forward slash (/)**

in date values, 41

division operator, 104, 106

**French accounting system**

- depreciation of assets, 699–701
- linear depreciation of assets, 702–703

**frequency distribution, 472–476****FREQUENCY() function, 472–476****FTEST() and F.TEST() functions, 460–462****f-test, statistics from, 460–462****Function Arguments dialog box, 150****Function Assistant, 148**

- help from, 152–153
- required and optional arguments in, 144
- searching for functions, 151

**functions. See also specific functions**

- arguments for, 143, 144–146, 152, 156, 1012
- case sensitivity of, 147
- for conditional formatting, 166–187
- cube functions, 80–84, 673–676, 1003. *See also* cube functions
- custom functions
  - arguments for, 200, 203–205
  - branching with logical conditions, 206–210
  - comments in, 201
  - creating, 194–203
  - Excel built-in functions in, 215–216
  - list of, displaying, 203
  - loops in, 212–214
  - naming, 199
  - optional arguments for, 204–205, 210–211
  - public, 200
  - return value, data type for, 200
  - saving in add-ins, 218
  - splitting statements across multiple lines, 205
  - testing, 202
  - using, 217
  - variables in, 213–214
- database functions, 73–80, 640–641, 1002–1003. *See also* database functions
- date and time functions, 41–50, 219–220, 993–994
- editing, 155, 156
- engineering functions, 903–906, 1008–1009. *See also* engineering functions
- entering, 146–150

financial functions, 84–90, 690–695, 1003–1005. *See also* financial functions

help for, 152–153

information functions, 64–66, 347–348, 997. *See also* information functions

list of

- in alphabetical order, 971–992

- by category, 993–1010

logical functions, 58–61, 291, 996

lookup and reference functions, 61–64, 307–308, 996. *See also* lookup and reference functions

mathematical functions, 90–92, 810–813, 1006–1007. *See also* mathematical functions

in names, 159–165

nesting, 142, 143, 153–155, 1012

ScreenTips for, 147

searching for, 151

statistical functions, 67–72, 381–385, 997–1002, 1014. *See also* statistical functions

syntax of, 143

text and data functions, 50–58, 255–256, 994–995. *See also* text

trigonometry functions, 90–92, 810–813, 1006–1007. *See also* trigonometry functions

for validation, 187–192

**Function statement, VBA, 195****FV() function, 86–87, 87, 729–732****FVSCHEDULE() function, 732–734****G****GAMMADIST() and GAMMA.DIST() functions, 476–480****gamma distribution, 476–480, 481–482****gamma function, natural log of, 482–484, 484–485****GAMMAINV() and GAMMA.INV() functions, 481–482****GAMMA.INV() function, 481–482****GAMMALN() function, 482–484****GAMMALN.PRECISE() function, 484–485****Gauss error integrals, 963–966, 966–967****Gauss test, 632–634****GCD() function, 843–844****GEOMEAN() function, 485–486****geometric-degressive method of asset depreciation, 717–718, 792–793****geometric mean, 485–486**

**GESTEP() function**, 969–970

**GETPIVOTDATA() function**, 664–672

**Go To dialog box**, 76, 165, 186

**greater than operator (>)**, 107, 296, 639

**greater than or equal to operator (>=)**, 107, 296, 639

**greatest common divisor**, 843–844

**GROWTH() function**, 487–491

## H

**HARMEAN() function**, 491–494

**harmonic mean**, 491–494

**help, for functions**, 152–153

**HEX2BIN() function**, 918–920

**HEX2DEC() function**, 920–921

**HEX2OCT() function**, 921–922

**hexadecimal system**, 908

- converting binary to, 911–912

- converting decimal to, 915–917

- converting octal to, 925–926

- converting to binary, 918–920

- converting to decimal, 920–921

- converting to octal, 921–922

**h format, for times**, 43

**higher mathematics functions**, 906, 954–955

- Bessel function of first kind, 957–959

- Bessel function of second kind, 961–963

- complement to Gauss error function, 966–967

- modified Bessel function of first kind, 955–957

- modified Bessel function of second kind, 959–961

- probability integrals, 963–966

**highlighting cells conditionally**. *See conditional formatting*

**HLOOKUP() function**, 62, 316–318

**Home tab**

- Conditional Formatting button, 166

- Editing group, AutoSum button, 13

- Number Format button, 42

- Number group, 48

- Accounting Number Format button, 10

- Percent Style button, 17

- Style group

- Conditional Formatting button, 18, 60

- Format As Table button, 12

**Home tab (PowerPivot)**

- Get External Data group, 94

- PivotTable arrow, 99

**HOUR() function**, 231–232

**hyperbolic cosine**, 834–835

**hyperbolic sine**, 879–881

**hyperbolic tangent**, 899–901

**hypergeometric distribution**, 494–497

**HYPERLINK() function**, 319–320

**HYPGEOMDIST() and HYPGEOM.DIST() functions**, 494–497

## I

**IBAN (International Bank Account Number), separating parts of**, 53

**icons**

- in conditional formatting. *See* KPI (Key Performance Indicator)

- Wingdings font for, 58

**IFERROR() function**, 300–301, 1011, 1012

**IF() function**, 55, 60–61, 296–299

**If-Then conditions, VBA**, 206–210

**IMABS() function**, 935–937

**IMAGINARY() function**, 938

**imaginary numbers**. *See complex number functions*

**IMARGUMENT() function**, 939

**IMCONJUGATE() function**, 940

**IMCOS() function**, 940–941

**IMDIV() function**, 941–942

**IMEXP() function**, 942–944

**IMLN() function**, 944–945

**IMLOG2() function**, 946

**IMLOG10() function**, 945

**IMPOWER() function**, 946–948

**IMPRODUCT() function**, 948–949

**IMREAL() function**, 949

**IMSIN() function**, 950

**IMSQRT() function**, 950–951

**IMSUB() function**, 952

**IMSUM() function**, 953

**INDEX() function**, 62, 320–326

**INDIRECT() function**, 162, 178, 310, 326–327

**individual data series**, 4–7

**industrial (decimal) hours, 49–50**

**INFO() function, 356–359**

**information functions, 64–66**

cell content, 348–352

cell formatting, 348–352

cell location, 348–352

cell reference, determining if, 369–371

data type of value, determining, 375–377

empty cells

determining if, 359–360

number of, 352–353

error in cell

determining if, 360–361, 361–362

type of, 354–356, 365–366

even number, determining if, 362–364

Excel status and version, 356–359

list of, 347–348, 997

logical value, determining if, 364–365

#N/A error, returning, 373–374

non-text value, determining if, 366–367

numeric value

converting to, 372–373

determining if, 367–368

odd number, determining if, 368–369

operating system information, 356–359

text value, determining if, 371–372

**Insert Chart dialog box, 35**

**Insert Function dialog box, 149, 217**

**Insert tab**

Chart group, Column button, 22

Tables group

PivotTable button, 29

Table button, 77

**INTERCEPT() function, 497–500**

**interest, 85–89, 148–150**

accrued interest, 695–697, 697–699, 713–714

annual interest rate in arrears for U.S. treasury bills, 788–789

anticipative interest rate, 720–722

anticipative interest yield, 690

compound interest, 690

duration of compound interest rate, annuity, or repayment, 747–750

effective annual interest rate, 727–729

interest payment for annuity, 736–738

interest rate for compound interest and annuities, 779–783

interest rate for marked down securities, 734–736

interest yield in arrears, 690

internal interest rate, 794–796

internal interest rate of dynamic investment, 738–740

nominal interest rate, 746

period interest rate, calculated from annual, 741–742

simple interest, 690

**International Bank Account Number. See IBAN**

**intersection operator (" "), 108, 110–111**

**INT() function, 845**

**INTRATE() function, 86, 734–736**

**inverse hyperbolic**

cosine, 816–817

sine, 822–823

tangent, 827–828

**inverse of an array, 851–854**

**investments, 89–90, 691**

internal interest rate of dynamic investment, 738–740

internal yield of investment, 744–745

net cash value of future period surpluses, 750–752

**IPMT() function, 736–738**

**IRR() function, 738–740**

**ISBLANK() function, 65, 359–360**

**ISERR() function, 65, 360–361**

**ISERROR() function, 65–66, 361–362**

**ISEVEN() function, 65, 362–364**

**ISLOGICAL() function, 65, 364–365**

**IsMissing() function, VBA, 205**

**ISNA() function, 365–366**

**ISNONTEXT() function, 65, 366–367**

**ISNUMBER() function, 65, 170–171, 367–368**

**ISODD() function, 65, 368–369**

**ISPMT() function, 741–742**

**ISREF() function, 65, 369–371**

**ISTEXT() function, 65, 371–372**

**J**

J format, for dates, 43

justification, determining for a cell, 349

**K**

keyboard, selections using, 124

keyboard shortcuts, specification of, xxii

KPI (Key Performance Indicator)

with conditional formatting, 21

for cube data, 676–678

KURT() function, 68, 500–503

kurtosis, 68, 500–503

**L**

LARGE() function, 178, 503–505, 818. *See also* MAX() function

LCM() function, 846–847

leap years, calculating, 44

least common multiple, 846–847

LEFT() and LEFTB() functions, 51, 52, 53, 55, 160–161, 179, 269–270

LEN() and LENB() functions, 52, 54, 55, 270–271

Len() function, VBA, 214

length measurements, conversions between, 927

less than operator (<), 107, 296, 639

less than or equal to operator (<=), 107, 296, 639

linear depreciation of assets, 702–703, 785–786

linear trends, 468–471, 613–618

line breaks, inserting in text, 57

line, statistics for, 506–511

LINEST() function, 506–511

links, creating, 319–320

liquid measurements, conversions between, 929

list boxes. *See* controls

lists (Excel 2003 only). *See also* tables (formerly called lists)

assigning dynamic names using, 77

LN() function, 847–848

loan repayments, 690. *See* amortization calculations; interest calculations

accrued interest between two points, 713–714

duration of repayment calculation, 747–750

repayment portion between two points, 715–717

locking cells. *See* protection

LOG10() function, 849–850

logarithm, 848–849, 849–850

of complex number, 944–945, 945, 946

natural, 847–848, 944–945

LOGEST() function, 511–515

LOG() function, 66, 848–849

logical conditions, VBA, 206–210

logical data type, 144

logical functions, 58–61. *See also* information functions

AND() function, 291–292

comparison operators in, 106–107

FALSE() function, 293–295

IFERROR() function, 300–301

IF() function, 296–299

list of, 291, 996

NOT() function, 301–302

OR() function, 302–304

TRUE() function, 304–306

logical value, determining whether cell is, 65

logical values

comparison operators for, 106–107

determining whether value or cell contains, 364–365

LOGINV() function, 518–519

lognormal distribution, 515–518, 518–519

LOGNORMDIST() and LOGNORM.DIST() functions, 515–518

LOGNORM.INV() function, 518–519

lookup and reference functions, 61–64

errors in, 65

list of, 307–308, 996

position based on lookup table, 330–333

value based on horizontal lookup table, 316–318

value based on lookup table, 328–329

value based on row and column number, 320–326

value based on vertical lookup table, 344–346

LOOKUP() function, 62, 328–329

loops, VBA, 212–214

LOWER() function, 272–273

**M**

Mac, 1904 date system used by, 42, 46

macros, 194, 218

**magnetic field intensity measurements, conversions between, 929**

**manual calculation of formulas, 134**

**MATCH() function, 62–63, 170–172, 330–333**

**mathematical functions, 90–92, 810–813. See also higher mathematics functions; trigonometry functions**

absolute value, 813–814

aggregates, 818–821

combinations, number of, 830–831

determinant of an array, 850–851

division, 863

double factorial, 840–841

exponentiation, 838–839, 860–861

factorial, 839–840

greatest common divisor, 843–844

inverse of an array, 851–854

least common multiple, 846–847

list of, 811–813, 1006–1007

logarithm, 848–849, 849–850

multiplication, 862

multiplication of arrays, 854–855

pi constant, 859–860

polynomial coefficient, 858

power series, sum of, 873–875

random numbers, 865–866, 866–867

remainder of division, 855–857

rounding, 810

down to nearest multiple of significance, 841–842

down to next integer or multiple of significance, 842–843

down to next smaller integer, 845

down to specified number of decimal places, 870–871

to nearest multiple, 857–858

to next integer or multiple of significance, 829–830

to smallest multiple of significance, 828–829

to specified number of decimal places, 869–870

up to nearest even integer, 837–838

up to nearest odd integer, 859

up to specified number of decimal places, 872–873

sign of a number, 876–877

square root, 881–882, 882–883

sum, 818, 885–886, 886–888, 888–889

of difference of squares, 892–893

of products, 890–891

of squared values, 891

of squares of differences, 895–896

of sum of squares, 893–895

truncation, 902

**math operators. See arithmetic operators**

**MAXA() function, 521–522**

**MAX() function, 178, 520–521, 818. See also LARGE() function**

**maximum values, 520–521, 521–522, 649–650, 818**

**MDETERM() function, 850–851**

**MDURATION() function, 742–743**

**mean values**

arithmetic mean, 390–392, 392–394, 395–398, 398–401, 618–620, 641–643, 818

of cells, 71–72

of cells that are not empty, 80

geometric mean, 485–486

harmonic mean, 491–494

list of functions for, 67–68

median, 522–525, 818

mode, 528–529, 530

percentile, 548–550, 550–551, 551, 818

percent rank, 552–556

quartile, 563–566, 566–567, 567–568, 818

**measurement systems, conversions between, 132, 926–931**

**MEDIAN() function, 522–525, 818**

**median value, 522–525, 818**

**M format, for dates, 43**

**m format, for times, 43**

**MIDB() function, 273–274**

**MID() function, 53, 55, 161, 162, 273–274**

**Mid() function, VBA, 214**

**MINA() function, 526–527**

**MIN() function, 178, 525–526, 818. See also SMALL() function**

**minimum values, 525–526, 526–527, 581–582, 650–651, 818**

**minus sign (-)**

- correcting position of, 55
- in date values, 41
- negative value operator, 55, 106
- subtraction operator, 104, 106

**MINUTE()** function, 232–233

**MINVERSE()** function, 851–854

**MIRR()** function, 744–745

mixed references, 115–117

**MMULT()** function, 854–855

mode, 528–529, 530

**MODE()** function, 528–529

**MODE.MULT()** function, 530

**MODE.SNGL()** function, 528–529, 818

**MOD()** function, 177, 855–857

money. *See* currency

month data series, 2–4

**MONTH()** function, 233–234

most frequent values (mode), 528–529, 530

mouse, selections using, 124–125

**MROUND()** function, 857–858

**MULTINOMIAL()** function, 858

multiple-rate method of asset depreciation, 719–720

multiplication, 818, 862

- of arrays, 854–855

- of column values, 652–654

- of complex numbers, 948–949

multiplication operator (\*), 104, 106

**N****#N/A error**

- determining whether value or cell contains, 65, 365–366
- included in **ISERROR()** results, 361
- not included in **ISERR()** results, 360
- returned by **ERROR.TYPE()** function, 354
- returning #N/A error, 373–374

**NA()** function, 66, 373–374

**#NAME?** error, 217, 354

**Name Manager**, 162

**names**

- custom lists of. *See* individual data series
- defining, 160–161

- dynamic range names, 163–165

- formulas in, 159–165

**names (of people)**

- reversing parts of, 52
- separating parts of, 51–52

**natural logarithm**, 847–848, 944–945

**negative binomial distribution**, 531–532

**negative value operator (-)**, 106

**NEGVINOM.DIST()** function, 531–532

**NEGVINOMDIST()** function, 531–532

**NETWORKDAYS()** function, 234–235

**NETWORKDAYS.INTL()** function, 236–237, 1014

**New Formatting Rule dialog box**, 18

newline character, 57

**New Name dialog box**, 74, 76, 161

**N()** function, 372–373

**NOMINAL()** function, 746

**normal distribution**, 533–536, 537–539, 539–541, 542–544, 583–585

**NORMDIST()** and **NORM.DIST()** functions, 533–536

**NORMINV()** and **NORM.INV()** functions, 537–539

**NORMSDIST()** and **NORM.S.DIST()** functions, 539–541

**NORMSINV()** and **NORM.S.INV()** functions, 542–544

not equal to operator (<>), 107, 296, 639

**NOT()** function, 301–302

**NOW()** function, 237–238

**NPER()** function, 747–750

**NPV()** function, 750–752

**#NULL!** error, 354

**number data type**, 144

**numeric values**

- absolute value of, 813–814

- aggregates of, 818–821

- binary system for, 907, 908–909

- complex numbers. *See* complex number functions

- conversions of. *See* conversion functions

- from numeric values to numerals in Thai text, 257–258

- from numeric values to text formatted as currency, 262–263

- from numeric values to text in number format, 285–286

- from numeric values to text with specified decimal places, 268–269

- from text to a numeric value, 289–290

- converting a value to, 372–373
- decimal system for, 907
- determining if value or cell contains, 367–368
- determining whether cell contains, 65
- in engineering calculations. *See* engineering functions
- even, determining whether cell is, 65
- even, determining whether value is, 362–364
- in financial calculations. *See* financial functions
- formatting
  - as currency, 10
- functions for, list of, 255–256
- hexadecimal system for, 908
- in mathematical calculations. *See* mathematical functions
- octal system for, 908
- odd, determining whether cell is, 65
- odd, determining whether value is, 368–369
- sign of, 876–877
- in statistical calculations. *See* statistical functions
- in trigonometry calculations. *See* trigonometry functions
- visualizing with repeating cell graphics, 58

**#NUM! error, 354**

## O

**object-oriented programming, 215**

**OCT2BIN() function, 922–924**

**OCT2DEC() function, 924**

**OCT2HEX() function, 925–926**

**octal system, 908**

- converting binary to, 912–913
- converting decimal to, 917–918
- converting hexadecimal to, 921–922
- converting to binary, 922–924
- converting to decimal, 924
- converting to hexadecimal, 925–926

**ODDFPRICE() function, 752–755**

**ODD() function, 859**

**ODDFYIELD() function, 755–757**

**ODDLPRICE() function, 757–759**

**ODDLYIELD() function, 759–761**

**odd number, determining whether cell is, 65**

**OFFSET() function, 63–64, 333–337**

**OLAP (online analytical processing) cubes. *See* cube functions**

**OLAP tools, 84**

**one's complement, for binary system, 909**

**online analytical processing (OLAP) cubes. *See* cube functions**

**operands, 103–104. *See also* constants; references**

**operating system, information about, 356–359**

**operators, 103–104, 104–111**

- arithmetic operators, 104–106
- comparison operators, 106–107, 296
- priority of, specifying, 105–106
- reference operators, 108–111
- for search criteria, 639
- text operator (&), 107–108

**Optional keyword, VBA, 204**

**OR() function, 302–304**

## P

**P0 or P2, indicating percentage formats, 350**

**parameters. *See* arguments, of functions**

**parentheses (())**

- cells formatted with, determining, 349
- enclosing function arguments, 143
- grouping expressions in formulas, 105–106
- highlighting of, 106

**Paste Special dialog box, 92**

**path**

- of current directory, 357
- of workbook, 160–161

**Pearson correlation coefficient, 544–547, 572–574**

**PEARSON() function, 544–547**

**PERCENTILE.EXC() function, 550–551, 818**

**PERCENTILE() function, 548–550**

**PERCENTILE.INC() function, 551, 818**

**percentile (p quantile), 548–550, 550–551, 551, 818**

**percent operator (%), 104, 106**

**PERCENTRANK.EXC() function, 554**

**PERCENTRANK() function, 552–553**

**PERCENTRANK.INC() function, 555–556**

**performance measurements, conversions between, 928**

**permutations, 556–557**

**PERMUT() function, 556–557**

**PHONETIC() function, 275**



**pi**

- constant for, 859–860
- square root of number multiplied by, 882–883

**pie charts, 24–25****PI() function, 214–215, 859–860****PivotCharts, 35–40**

- changing settings for, 39
- creating, 35–37
- dynamically changing data in, 38–39
- using with PowerPivot, 99–101

**PivotTable dialog box, 30****PivotTables, 28–34**

- converting to a cube, 84
- creating, 29–31
- creating PivotCharts from, 35–37
- dynamically changing data in, 38–39
- filtering data, 31–34
- reports, retrieving data from, 664–672
- using with PowerPivot, 93, 99–101

**plus sign (+)**

- addition operator, 104, 106
- in keyboard shortcuts, xxii

**PM designation, for times, 43****PMT() function, 149–150, 179, 762–764****POISSON.DIST() function, 558–560****Poisson distribution, 558–560****POISSON() function, 558–560****polynomial coefficient, 858****position, 568–570, 570–571, 571–572. *See also* relative position****POWER() function, 860–861****PowerPivot add-in, 93–102, 1015****power series, sum of, 873–875****PPMT() function, 765–766****pressure measurements, conversions between, 928****price calculations, 691. *See also* securities****PRICEDISC() function, 85, 771–774****PRICE() function, 767–771****PRICEMAT() function, 774–776****probability, 69, 70, 561–563****probability integrals, 963–966****probability theory, 67****PROB() function, 561–563****PRODUCT() function, 818, 862****products, sum of, 890–891****profit, calculating, 59–61****profit margin, calculating, 11, 13–17****PROPER() function, 275–276****protection**

- determining, for a cell, 349
- preventing cells and formulas from being changed, 132–133
- validation of data as, 188

**Public keyword, VBA, 200****PV() function, 776–779****Q****quantiles**

- of gamma distribution, 476–480, 481–482
- left quantile
  - of chi-squared distribution, 413–414, 416–417
  - of F-distribution, 452–453, 456
- of lognormal distribution, 518–519
- p quantile (percentile), 548–550, 550–551, 551
- right quantile
  - of chi-squared distribution, 414–416, 418–419
  - of F-distribution, 453–455, 457–459

**quarters of the year, calculating, 49****QUARTILE.EXC() function, 566–567, 818****QUARTILE() function, 563–566****QUARTILE.INC() function, 567–568, 818****quantiles, 563–566, 566–567, 567–568, 818****question mark (?), wildcard, 637, 639****quotes**

- double quote ("), indicating right-aligned text, 349
- double quotes ("")
  - enclosing text or spaces in cells, 107, 108
  - enclosing text with wildcards, 639
- single quote ('), indicating left-aligned text, 349

**QUOTIENT() function, 863****R****radians**

- converting degrees to, 863–865
- converting to degrees, 835–837

**RADIANS()** function, 153–155, 863–865

**RAM usage**, 1012

**RANDBETWEEN()** function, 7–8, 91–92, 866–867

**RAND()** function, 865–866

**random numbers, generating**, 7–8, 91–92, 865–866, 866–867

**range names, dynamic**, 163–165

**range operator (:)**, 108–110

**ranges**. *See* cell ranges

**RANK.AVG()** function, 570–571

**RANK.EQ()** function, 571–572

**RANK()** function, 568–570

**RATE()** function, 779–783

**real-time data, retrieving**, 339–341

**RECEIVED()** function, 783–785

**records, in database**, 635. *See also* database; database functions

**reference data type**. *See* cell reference data type

**reference functions**. *See* lookup and reference functions

**reference lines in tables, highlighting**, 179–182

**reference operators**, 108–111

**references**. *See* cell references

**#REF! error**, 354

**regression analyses**, 68

- exponential curve for, 511–515
- intercept point of regression line, 497–500
- line statistics, 506–511
- slope of regression line, 578–581

**relative position**, 552–553, 554, 555–556. *See also* position

**relative references**, 113, 117. *See also* mixed references

**remainder of division**, 855–857

**repayment calculations**. *See* loan repayments

**REPLACE()** and **REPLACEB()** functions, 276–277

**REPT()** function, 58, 278–279

**return value, for custom function**, 200

**RIGHT()** and **RIGHTB()** functions, 50, 51, 52, 53, 55, 162, 179, 279–280

**ROMAN()** function, 811, 867–869

**Roman numerals, converting Arabic numbers to**, 867–869

**ROUNDDOWN()** function, 870–871

**ROUND()** function, 87, 869–870

**rounding**, 810

- down to nearest multiple of significance, 841–842
- down to next integer or multiple of significance, 842–843
- down to next smaller integer, 845
- down to specified number of decimal places, 870–871
- to nearest multiple, 857–858
- to next integer or multiple of significance, 829–830
- to smallest multiple of significance, 828–829
- to specified number of decimal places, 869–870
- up to nearest even integer, 837–838
- up to nearest odd integer, 859
- up to specified number of decimal places, 872–873

**ROUNDUP()** function, 872–873

**ROW()** function, 337–338

**row limits, with PowerPivot**, 93

**row number, determining for a cell**, 349

**rows**

- highlighting alternate rows, 176–177
- limits for, 1012
- references to entire rows, 109–110

**ROWS()** function, 338–339

**rows, in database**, 635. *See also* database; database functions

**RSQ()** function, 572–574

**RTD()** function, 339–341

**Rules Manager**, 166

## S

**saltus functions**, 906, 967–970

**sample files for this book**, xxiii–xxxv

**ScreenTips, for functions**, 147

**search and reference functions**. *See* lookup and reference functions

**SEARCH()** and **SEARCHB()** functions, 281–283

**search criteria for database functions**, 636–638

- calculated criteria in, 639
- including all records, 638
- including all records with an empty field, 639
- multiple conditions in, 639
- operators and wildcards for, 639

**searching for functions**, 151

**searching worksheets**. *See* lookup and reference functions

**SECOND() function, 238–239****securities**

- annual yield for marked down security, 803–806
- anticipative interest rate, 720–722
- decimal places as numerator of fraction, converting, 723–724, 724–725
- disbursement amount of simply discounted security, 771–774
- fixed-interest
  - accrued interest of, 695–697, 697–699
  - annual yield of, 806–808
  - date of first interest payment, 708–709
  - date of last interest payment, 711–712
  - days in interest period, 705–706
  - days since last interest payment, 704–705
  - days to next coupon date, 707–708
  - Macauley Duration for, 725–727
  - modified duration for, 742–743
  - number of interest payments, 710–711
  - price of, 752–755, 757–759, 767–771
  - yield of, 755–757, 759–761, 799–803
- marked down, interest rate for, 734–736
- price of discounted securities as percent, 789–790
- price of security with simple interest yield in arrears, 774–776
- yield of discounted security, 790–791

**selections, 124–125****SERIES() function, 64****SERIESSUM() function, 873–875****s format, for times, 43****SharePoint 2010, publishing PowerPivot results to, 93, 96****sheet**

- name of, determining, 162
- number of active worksheets, 357
- references to entire worksheet, 110

**SIGN() function, 876–877****sign of a number, 876–877****simple interest, 690****S, indicating fraction format, 350****S, indicating standard format, 350****sine, 877–879, 950****SIN() function, 153–155, 877–879****single quote ('), indicating left-aligned text, 349****SINH() function, 879–881****64-bit version, Excel 2010, 1013****SKEW() function, 68, 575–578****skewness of a distribution, 575–578****slash (/). See forward slash (/)****SLN() function, 785–786****SLOPE() function, 578–581****slope of regression line, 578–581****SMALL() function, 178, 581–582, 818. See also MIN() function****Solver add-in, 1015****sort keys, limits for, 1012****space (" ")**

- in database record, 638
- in functions, avoiding, 144
- highlighting cells containing, 179
- including in cells, 108
- intersection operator, 108, 110–111
- removing from text, 54–55
- in search criteria, 638

**sparklines, 28****spread, 68–69****SQL Server Analysis Services, 673. See also cube functions****SQRT() function, 881–882****SQRTPI() function, 882–883****squared deviations, sum of, 446–448****squared values**

- sum of, 891
- sum of differences of, 892–893
- sum of sum of, 893–895

**square root, 881–882, 882–883, 950–951****standard deviation**

- based on population, 585–587, 818
- based on population, including text and logical values, 593–595
- based on population in database, 656–657
- based on sample, 588–590, 818
- based on sample, including text and logical values, 590–592
- based on sample in database, 654–655

**standard error, 595–598****standardized normal distribution, 583–585****STANDARDIZE() function, 583–585**

**statistical functions, 67–72, 1014**

- average absolute deviation, 388–389
- beta distributions, 401–403, 403–407
- binomial distributions, 407–411, 411–413
- chi-squared distributions, 413–414, 414–416, 416–417, 418–419, 420–422
- compatibility category of, 385
- confidence interval, 423–426, 427
- correlation, 68, 428–431
- counting, 69–70, 71
  - all numbers in argument list, 431–433, 818
  - all numbers in database matching search criteria, 643–645
  - all values in argument list, 434, 818
  - all values in database matching search criteria, 645–647
  - all values matching search criteria, 435–438, 438–440
  - empty cells, 435
- covariance, 441–444, 444–445, 445–446
- examples using, scenario for, 387
- exponential distributed random variable, probability of, 448–451
- exponential trend, 487–491
- F-distribution, 452–453, 453–455, 456, 457–459
- Fisher transformation, 462–466, 467
- frequency distribution, 472–476
- f-test, statistics from, 460–462
- gamma distribution, 476–480, 481–482
- gamma function, natural log of, 482–484, 484–485
- Gauss test, 632–634
- kurtosis, 500–503
- linear trends, 468–471, 613–618
- list of, 381–385, 997–1002
- lognormal distribution, 515–518, 518–519
- maximum values, 503–505, 520–521, 521–522, 818
- mean values, 67–68, 71–72
  - arithmetic mean, 390–392, 392–394, 395–398, 398–401, 618–620, 641–643, 818
  - geometric mean, 485–486
  - harmonic mean, 491–494
  - median, 522–525, 818
  - mode, 528–529, 530
  - percent rank, 552–553
  - minimum values, 525–526, 526–527, 581–582, 818
  - negative binomial distribution, 531–532
  - normal distribution, 533–536, 537–539, 539–541, 542–544
  - Pearson correlation coefficient, 544–547, 572–574
  - permutations, 556–557
  - Poisson distribution, 558–560
  - position, 568–570, 570–571, 571–572
  - p quantile (percentile), 548–550, 550–551, 551, 818
  - probability, 69, 70, 561–563
  - quartiles, 563–566, 566–567, 567–568
  - regression analyses, 68
    - exponential curve for, 511–515
    - intercept point of regression line, 497–500
    - line statistics, 506–511
    - slope of regression line, 578–581
  - relative position, 552–553, 554, 555–556
  - skewness of a distribution, 575–578
  - spread, 68–69
  - squared deviations, sum of, 446–448
  - standard deviation. *See* standard deviation
  - standard error, 595–598
  - standardized normal distribution, 583–585
  - symmetry, 68
  - t-distribution, 599, 600, 601–602, 603, 604–606
  - t-test, 606–612
  - uses of, 380–381
  - variance, 68–69
    - based on population, 620–622, 818
    - based on population, including text and logical values, 627–628
    - based on population in database, 662–663
    - based on sample, 622–624, 818
    - based on sample, including text and logical values, 625–626
    - based on sample in database, 661–662
  - Weibull distribution, 629–632
- STDEVA() function, 590–592**
- STDEV() function, 588–590**
- STDEVPA() function, 593–595**
- STDEVP() and STDEV.P() functions, 585–587, 818**
- STDEV.S() function, 588–590, 818**
- STEYX() function, 595–598**

Str() function, VBA, 213

strings. *See* text

SUBSTITUTE() function, 54, 54–55, 283–284

SUBTOTAL() function, 883–885

subtraction of complex numbers, 952

subtraction operator (-), 104, 106

sum, 818, 885–886, 886–888, 888–889

- of complex numbers, 953

- of difference of squares, 892–893

- of a power series, 873–875

- of products, 890–891

- of squared values, 891

- of squares of differences, 895–896

- of sum of squares, 893–895

- of values in database, 657–660

SUM() function, 90, 141–142, 143–146, 818, 885–886

SUMIF() function, 90–91, 886–888

SUMIFS() function, 888–889, 1011, 1012

summarizing tabular data. *See* PivotTables

SUMPRODUCT() function, 890–891

SUMSQ() function, 891

SUMX2MY2() function, 892–893

SUMX2PY2() function, 893–895

SUMXMY2() function, 895–896

support information for this book, xxxvi

SYD() function, 786–787

symmetry, 68

## T

table names, in formulas, 311

tables

- formatting data as, 12–13

- for summarizing or filtering data. *See* PivotTables

tables (formerly called lists). *See also* PivotTables

- assigning dynamic names using, 77–78

- automatic formula calculation excluding, 134

- comparing, 174–176

- reference lines in, 179–182

- relative references in, 117

TAN() function, 896–899

tangent, 896–899

TANH() function, 899–901

TBILLEQ() function, 788–789

TBILLPRICE() function, 789–790

TBILLYIELD() function, 790–791

TDIST() and T.DIST.2T() functions, 601–602

T.DIST() function, 599

t-distribution, 70, 599, 600, 601–602, 603, 604–606

T.DIST.RT() function, 600

technical functions. *See* engineering functions

temperature measurements, conversions between, 929

testing custom functions, 202

text, 50–58

- in cells, enclosing in quotes (""), 107, 108

- comparing two strings, 264–265

- conversions of

- from character code to character, 258–259

- from character to character code, 260–261

- from double-byte to single-byte characters, 256–257

- from text to cell reference, 326–327

- from numeric values to numerals in Thai text, 257–258

- from numeric values to text formatted as currency, 262–263

- from numeric values to text in number format, 285–286

- from numeric values to text with specified decimal places, 268–269

- from text to a numeric value, 289–290

- determining if value or cell contains, 366–367

- determining whether a string is, 65, 284–285

- determining whether value is, 371–372

- extracting parts of

- in addresses, 50–52

- in IBAN numbers, 53

- last characters of a string, 279–280

- middle characters of a string, 273–274

- phonetic Furigana characters, 275

- frequency of a character in, 54

- functions for, list of, 255–256, 994–995

- length of string, 270–271

- manipulating
    - changing all characters to lowercase, 272–273
    - changing all characters to uppercase, 287–289
    - changing first character of all words to uppercase, 275–276
    - concatenating multiple strings, 56–57, 261–262
    - line breaks, inserting, 57
    - removing all non-printable characters, 259–260
    - removing all spaces in, 54–55
    - removing leading or trailing spaces, 286–287
    - repeating characters a specified number of times, 278–279
    - replacing characters, 276–277, 283–284
    - reversing parts of, 52
    - searching for a string within, 266–267, 281–283
    - wrapping, enabling, 57
  - text data type**, 144
  - TEXT() function**, 285–286
  - text operator (&)**, 107–108
  - T format, for dates**, 43
  - T() function**, 284–285
  - TIME() function**, 239–240
  - times**. *See* dates and times
  - TIMEVALUE() function**, 241
  - TINV() and T.INV.2T() functions**, 70, 604–606
  - T.INV() function**, 70, 603
  - T.INV.RE() function**, 70
  - TODAY() function**, 163, 242
  - tracing formulas**, 136–137
  - TRANSPOSE() function**, 341–343
  - treasury bills**
    - annual interest rate in arrears for U.S. treasury bills, 788–789
    - price of discounted securities as percent, 789–790
    - yield of discounted security, 790–791
  - TREND() function**, 613–618
  - trends**. *See* probability
  - trigonometry functions**, 90–92, 810. *See also* mathematical functions
    - adjacent angle, based on sine, 821–822
    - arccosine, 814–816
    - arctangent, 824–825, 825–826
    - converting degrees to radians, 863–865
    - converting radians to degrees, 835–837
    - cosine, 832–834, 940–941
    - hyperbolic cosine, 834–835
    - hyperbolic sine, 879–881
    - hyperbolic tangent, 899–901
    - inverse hyperbolic cosine, 816–817
    - inverse hyperbolic sine, 822–823
    - inverse hyperbolic tangent, 827–828
    - list of, 811–813, 1006–1007
    - natural logarithm, 847–848, 944–945
    - sine, 877–879, 950
    - tangent, 896–899
  - TRIM() function**, 179, 286–287
  - TRIMMEAN() function**, 391, 618–620
  - troubleshooting**
    - conditional formatting, 187
    - formulas, 138–140
  - TRUE() function**, 304–306
  - truncation**, 902
  - TRUNC() function**, 902
  - t-test**, 606–612
  - TTEST() and T.TEST() functions**, 606–612
  - two's complement, for binary system**, 909
  - TYPE() function**, 375–378
  - Type statement, VBA**, 195
  - type styles used in this book**, xxii
- ## U
- underscore (\_), continuing lines in custom functions**, 205
  - UPPER() function**, 287–289
  - U.S. treasury bills**
    - annual interest rate in arrears for U.S. treasury bills, 788–789
    - price of discounted securities as percent, 789–790
    - yield of discounted security, 790–791

**V****Val() function, VBA, 214****validation**

- dependencies on other cells, 188–189
- duplicate entries, avoiding, 190–192
- formulas for, 187–192
- limits on length of data, 188
- messages displayed on completion of entries, 192

**#VALUE! error, 354****VALUE() function, 289–290****VARA() function, 625–626****VAR() function, 622–624****variables. See names****variables, VBA, 213–214****variance, 68–69**

- based on population, 620–622, 818
  - including text and logical values, 627–628
  - in database, 662–663
- based on sample, 622–624, 818
  - including text and logical values, 625–626
  - in database, 661–662

**VARPA() function, 627–628****VARP() and VAR.P() functions, 620–622, 818****VAR.S() function, 622–624, 818****VBA (Visual Basic for Applications), 193**

- branching, 206–210
- comments, 201
- conditions, 206–210
- creating custom functions using. *See* custom functions
- End Function statement, 195
- Function statement, 195
- IsMissing() function, 205
- Len() function, 214
- loops, 212–214
- Mid() function, 214
- Optional keyword, 204
- Public keyword, 200
- Str() function, 213
- Type statement, 195
- Val() function, 214
- variables, 213–214

**VDB() function, 792–793****Visual Basic Editor, 193**

- closing and returning to Excel, 202
- opening, 196

**Visual Basic for Applications. See VBA (Visual Basic for Applications)****VLOOKUP() function, 62–63, 65, 344–346****W****W0 or W2, indicating currency formats, 350****WEEKDAY() function, 243–245****WEEKNUM() function, 246–247****WEIBULL.DIST() function, 629–632****Weibull distribution, 629–632****WEIBULL() function, 629–632****weight measurements, conversions between, 927****wildcards for search criteria, 639****Wingdings font, 58****workbook**

- file name of, determining, 55, 161, 349
- number of active worksheets in, 357
- path for, determining, 160–161
- recalculation mode for, determining, 357

**WORKDAY() function, 247–249****WORKDAY.INTL() function, 249–251, 1014****worksheet. See sheet****wrapping cells, enabling, 57****X****XIRR() function, 794–796****.xlam file extension, 1013****.xlsb file extension, 1013****.xlsm file extension, 218, 1013****.xlsx file extension, 218, 1013****.xltm file extension, 1013****.xltx file extension, 1013****XML, file formats using, 1013****XNPV() function, 796–798****Y****YEARFRAC() function, 252–254****YEAR() function, 251–252****YIELDDISC() function, 86, 803–806**

YIELD() function, 799–803

YIELDMAT() function, 806–808

## **Z**

Z.TEST() function, 632–634

ZTEST() function, 632–634





## About the Authors

In this book you will find our combined experience from working with Microsoft Excel on a daily basis in corporate management, software training, statistics, database projects, and programming. Here is who we are:

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**Dr. Bodo Fienitz** has a doctorate in chemistry and since 1991 has been lecturing full-time in adult education. In addition to science (chemistry, physics, and biology), he teaches IT-related topics for theoretical and practical applications. His lectures range from IT basics and operating systems to solutions for the commercial and technical sectors. He first came into contact with data processing in 1971 while studying electrical engineering at the Technische Universität Berlin. For his doctorate in chemistry at the Freie Universität Berlin during the 1980s, he used computer-aided process control, measurement data logging, and measurement data evaluation. Working with the required visualization and subsequent data processing made Dr. Fienitz an Excel expert.

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**Helmut Reinke** is the guiding spirit of this team and has written numerous publications about Office applications, commercial solutions, project management, and business administration. He is an organization programmer who focuses on success planning and business planning. He has been an Excel guru since the early days of Excel. In addition to benefitting this book with his many years of experience working in sales and commerce, he has contributed his skilled didactical experience as a lecturer and trainer.

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