AJELIX

GOOGLE SHEETS FORMULA CHEAT SHEET

Basic Functions

=SUM() ············> Adds up all numbers

=COUNT() ···········> Counts the number of numeric values

=MIN() ··········> Returns the smallest number

=MAX() ···········> Returns the largest number

=AVERAGE() ·············> Finds the average (mean) of numbers

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After every function select the desired range to apply it

Text Functions

=LEN() ·········> Counts the number of characters (including spaces)

=TRIM() ···········> Removes extra spaces before/after text

=PROPER() ······> Capitalizes the first letter of each word in a text string

=LOWER() ···········> Converts all letters in a text string to lowercase

=UPPER() ···········> Converts all letters in a text string to uppercase

Logical & Conditional Functions

=IF() ···········> Returns one value if a condition is TRUE and another value if it's FALSE.

IFERROR() ·····> Returns a specified value if the formula results in an error, otherwise returns the result of the formula

=AND() ···········> Returns TRUE if all conditions in the formula are met

=OR() ···········> Returns TRUE if at least one condition in the formula is met

=NOT() ···········> Reverses the logic of a condition. Returns TRUE if the condition is FALSE, and FALSE if it is TRUE

Lookup & Reference Functions

=VLOOKUP() ·····> Searches for a value in the first column and returns data from a specified column in the same row

=HLOOKUP() ·····> Searches for a value in the first row and returns data from a specified row in the same column

=INDEX() ···········> Returns a value from a specific row and column in a range

=MATCH() ···········> Finds the position of a value in a range

=LOOKUP() ···········> Searches for a value in a one-row or one-column range and returns a value from the same position in another range

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