



Data and Time Functions



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Date and Time Functions



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Function	Description
COMMAND+K	Displays the Insert Hyperlink dialog box for new hyperlinks or the Edit Hyperlink dialog box for existing hyperlinks.
COMMAND+Q	Closes Excel
COMMAND+SHIFT +F	Toggles Autofilter
CTRL+6	Alternates between hiding objects, displaying objects, and displaying placeholders for objects.
CTRL+T	Inserts table
DATE	Returns the serial number of a specific date
DATEDIF	Calculates the number of days, months or years between two dates.
DATEVALUE	Converts a date in the form of text to a serial number.
DAY	Converts a serial number to a day of the month.
DAYS360	Calculates the number of days between two dates based on a 360-day year.
EDATE	Returns the serial number of the date that is the indicated number of months before or after the start date.
EOMONTH	Returns the serial number of the last day of the month before or after a specified number of months.
F1 or COMMAND+/ F7	Opens Excel Help Displays check spelling dialog
F9	Calculates all worksheets in all open workbooks, regardless of whether they have changed since the last calculation.
Function	Description
HOUR	Converts a serial number to an hour.

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MINUTE	Converts a serial number to a minute.
MONTH	Converts a serial number to a month.
NETWORKDAYS	Returns the number of whole workdays between two dates.
NOW	Returns the serial number of the current date and time.
OPTION+DOWN ARROW KEY	Activates filter
OPTION+F8	Displays the Macro dialog box to create, run, edit, or delete a macro.
SECOND	Converts a serial number to a second.
TIME	Returns the serial number of a particular time.
TIMEVALUE	Converts a time in the form of text to a serial number.
TODAY	Returns the serial number of today's date.
WEEKDAY	Converts a serial number to a day of the week.
WEEKNUM	Converts a serial number to a number representing where the week falls numerically with a year.
WORKDAY	Returns the serial number of the date before or after a specified number of workdays.
YEAR	Converts a serial number to a year.
YEARFRAC	Returns the year fraction representing the number of whole days between start_date and end_date.