



Adv MS Excel – level –2

MS excel for business series

Excel Formula Basics

- Constituents of Excel formula
- Operators in formulas
- Entering a formula in Excel
- Editing a formula
- Absolute/relative cell references
- Copying/pasting formulas in Excel, and
- Formula auditing and debugging.
- MATCH function
- OFFSET function
- INDIRECT function
- ROW function
- ROWS function
- COLUMN function
- COLUMNS function

Logical Formulas in Excel

- AND function
- OR function
- NOT function
- TRUE function
- FALSE function
- IF function
- IFERROR function
- IS function

Math Formulas in Excel

- INT function
- MOD function
- RAND function
- RANDBETWEEN function
- ROUND function
- SUM function
- SUMIF function
- SUMIFS function
- SUMPRODUCT function

Lookup and Reference Formulas in Excel

- VLOOKUP function
- HLOOKUP function
- INDEX function

Stats Formulas in Excel

- AVERAGE function
- AVERAGEIF function
- AVERAGEIFS function
- COUNT function
- COUNTA function
- COUNTBLANK function
- COUNTIF function
- COUNTIFS function
- LARGE function
- SMALL function
- RANK function
- MAX function
- MIN function

Text Formulas in Excel

- LEFT function
- RIGHT function
- MID function
- LEN function
- LOWER function
- PROPER function
- UPPER function
- FIND function
- REPLACE function
- SUBSTITUTE function
- TEXT function



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Date and Time Formulas in Excel

- DAY function
- HOUR function
- MINUTE function
- DATE function
- DATEVALUE function
- TODAY function
- NOW function
- WEEKDAY function
- NETWORKDAYS function
- NETWORKDAYS.INTL function
- WORKDAY function
- WORKDAY.INTL function

INTRODUCTION TO EXCEL CHARTING

- Excel Chart Types
- Chart Editing
- Formatting Chart Elements
- Combination Charts
- Handling Gaps in Charts

Advanced Excel Charting Examples

- Multi-Category Charts
- Gauge Chart
- Thermometer Chart
- Milestone Chart
- Water Fall Chart
- Gantt Chart
- Chart with Trend Arrows in Data Labels
- Actual Vs. Target Values
- Spotting Data in a Scatter Chart in Excel
- Dynamic Target Line in Excel Bar Charts



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