

More Complex Functions

Spreadsheets can use **functions** to do more complicated things, usually with lots of cells

- functions **always** start with =
- functions use **words**
- the answers **update** when you change cells

You can use the **AutoSum button** for simple functions

This guide is about two more complex functions

More Complex Functions

COUNTIF:

Used to count the number of cells with certain sorts of values in:

- the number of cells with the number 2 in
- the number of cells when the value is greater than 10 (>10)
- the number of cells when the value is less than 7 (<7)
- the number of cells with the word "Banana"

More Complex Functions

COUNTIF:

- Find COUNTIF on the **Formulas** tab

The screenshot shows the Microsoft Excel ribbon with the **Formulas** tab selected. The **More Functions** button is highlighted with a red box. The dropdown menu is open, showing various function categories. The **Statistical** category is selected, and the **COUNTIF** function is highlighted with a red box. A tooltip for the COUNTIF function is visible, showing the syntax and description.

Function Library

	B	C	D	E	F
	Gold	Silver	Bronze		
	0	0	2		Average
	2	0	1		Gold
	1	1	1		Silver

More Functions

- Statistical >
- Engineering >
- Cube >
- Information >
- Compatibility >
- Web >

COUNTA
COUNTBLANK
COUNTIF
COUNTIFS
COVARIANCE
COVARIANCE

COUNTIF(range,criteria)
Counts the number of cells within a range that meet the given condition.

More Complex Functions

COUNTIF:

- Use the pop up to tell Excel what to look for

COUNTIF

Range	B2:B93	↑	=
Criteria	=2	↑	=

Counts the number of cells within a range that meet the given condition.

Range	B2:B93
Criteria	"< 10"

Range	B2:B93
Criteria	> 20

More Complex Functions

IF:

Used to put a value in a cell based on the value of another cell:

- put the word “None” for any other cell with the value 0
- put the word “Large” for any other cell with a value greater than 100
- put the word “Restock” in a cell when another cells is less than 10

More Complex Functions

IF:

- Find IF on the **Formulas** tab