

Google Sheets Formulas

Spreadsheet Class

(Open this PDF in Chrome to copy and paste formulas)

=A1 Cell reference

= 'Sheet 2' !A1 Cell reference on another sheet/tab (Notice apostrophes, since tab name has a space)

=A1+B1 Addition

=A1-B1 Subtraction

=A1*B1 Multiplication

=A1/B1 Division

=IF(A1=1,"Yes","No") If cell A1 equals 1, display the word "Yes", if not display the word "No"

=SORT(A1:B,1,true) Sort columns A and B, by column A (1st column), in ascending order

=SORT(A1:B,1,true,2,true) Sort by the 1st column, then by the 2nd

=FILTER(A1:A, B1:B="Criteria") Filter columns A and B, where column B equals the specified text

=FILTER(A1:A, B1:B=10) Filter columns A and B, where column B equals the specified number

=FILTER(A1:C, B1:B="This", C1:C="And This") Filter with multiple conditions, where BOTH criteria must be true

=FILTER(A1:C, (B1:B="This")+(C1:C="Or That")) Filter with multiple conditions, where EITHER criteria can be true

=FILTER(A1:1, A2:2=10) Filter horizontally (Filter row 1 where row 2 equals 10)

=IFERROR(A1,"Error") If cell / formula has an error, display the text "Error", if not, display the value in cell A1

=ARRAYFORMULA(A1:A) Reference to a column

=ARRAYFORMULA(A1:A*B1:B) Multiplies columns A and B

=ARRAYFORMULA(A1:A&" "&B1:B) Combines columns horizontally (Combine First + Last Name)

=ARRAYFORMULA(IF(A1:A>1,"Yes","No")) Using arrayformula to extend a function down the column

=UNIQUE(A1:A) Removes duplicates

=COUNTUNIQUE(A1:A) Counts the unique values in a range

=COUNTIF(A1:A,B1) Counts the number of values in column A, that are equal to value that is in cell B1

=COUNTIF(A1:A,">100") Counts how many values are greater than 100 in column A

=COUNTIF(A1:A,"ExactText") Counts how many cells match the exact text specified

=COUNTIF(A1:A,"*PartialText*") Counts how many cells contain the text that is specified

=COUNTIF(A1:A,"<>") Counts non-empty cells

=COUNTIF(A1:A,">"&B1) Counts values in column A that are greater than the value that is in cell B1

- =TRANSPOSE(A1:B)** Switches rows to columns, or vice versa
- =SUM(A1:A)** Sums the specified range
- =SUMIF(A1:A,"Criteria",B1:B)** Sums column B if the criteria is true in column A
- =AVERAGE(A1:A)** Averages the specified range
- =AVERAGEIF(A1:A,"Criteria",B1:B)** Averages column B if the specified criteria is true in column A
- =SPLIT(A1,"Criteria")** Splits the contents of cells A1, by/at the specified criteria, into individual cells
- =INDEX(A:B,MATCH(\$C1,A:A,0))** Returns column A and B, where C1 is found in column A
- =TRIM(A1)** Removes leading and trailing spaces
- =LOWER(A1)** Lowercase **=UPPER(A1)** Uppercase **=PROPER(A1)** Capitalize Words
- =IMPORTRANGE("PasteGoogleSpreadSheetID/URL","Tab"!A1:D")** Imports data from another sheet/file

<h2>Mathematical Operators</h2> <p>Plus sign + ~ Addition</p> <p>Minus sign - ~ Subtraction</p> <p>Asterisk * ~ Multiplication</p> <p>Forward Slash / ~ Division</p> <p>Carrot ^ ~ Exponent</p>	<h2>Comparison / Other operators</h2> <p>= (Equals) & (And) / (Concat)</p> <p>> (Greater than) <> (Not equal to)</p> <p>< (Less than)</p> <p>>= (Greater than or equal to)</p> <p><= (Less than or equal to)</p>
<h2>Keyboard Shortcuts</h2> <p>Ctrl + D Fill down Ctrl + C Copy</p> <p>Ctrl + R Fill right Ctrl + V Paste</p> <p>Ctrl + Z Undo Ctrl + A Select all</p> <p>Ctrl + Y Redo Ctrl + F Find</p>	<h2>Keyboard Shortcuts</h2> <p>Ctrl + Shift + V Paste values only</p> <p>Arrow Keys Move from cell to cell</p> <p>Shift + Arrow Keys Select multiple adjacent cells</p> <p>Ctrl + Arrow Keys Move to end of data / sheet</p>

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