



# Excel Formulas and Functions For Dummies

*Ken Blattman*

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# Excel Formulas and Functions For Dummies

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**Excel Formulas and Functions For Dummies** Ken Bluttman

**Grab these Excel formulas and functions to make your life easier!**

Are you intimidated by major financial choices, like which loan to get or how to grow your savings? Don't worry—we all are! But *Excel Formulas & Functions For Dummies, 4<sup>th</sup> Edition* can take some of the pain out of the data organization and analysis processes. This step-by-step reference sheds light on Microsoft Excel's 150 most useful functions, and offers detailed instructions on how to implement them. Additionally, each function is illustrated by helpful, real-world examples that show how they are used within a larger formula. To take your knowledge of Excel's functions a step further, 85 specialized functions are described in abbreviated form so you can use Excel to better support your decision-making process when securing a mortgage, buying a car, computing classroom grades, evaluating investment performance, and more.

Functions are predefined formulas that you can use to make data analysis a bit easier within the Microsoft Excel framework. Functions use specific values, called arguments, to calculate a variety of things, from simple sums and averages to more complicated loan payments.

- Explore the 150 most useful functions that help Microsoft Excel make your life easier
- Access real-world examples of how functions fit into larger formulas
- Discover 85 specialized functions, which are described in abbreviated form and take your knowledge of Excel to the next level
- Understand how Microsoft Excel can help you make key decisions, such as whether to go with a 15-year or 30-year mortgage

*Excel Formulas & Functions For Dummies, 4<sup>th</sup> Edition* brings order to chaotic data—and helps you make decisions with confidence!

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