



May 30, 2013

Volume 76

[Subscribe](#) to [Amy's Biz Tips](#) e-newsletter.

[Archive](#) of Amy's Biz Tips.

These Tips Are Courtesy of [AAPK](#)

**Excel - Inserting
Formulas**

**How to
Pronounce .GIF**

**You Have
To Laugh**

Recommend

Share

2 people
recommend
this. Be the first
of your friends.

Share

Excel - Inserting Formulas

One of the things that Excel is good is creating multiple types of mathematical formulas without much effort. You can choose from very simple addition/subtraction to more complex financial, logical or math/tri functions.

All formulas begin with an equal sign, then the function name. From there you enclose the arguments (variables) that perform the operations or calculations within parentheses. Formulas can be nested within each other to make more powerful calculations.

Inserting a function is easy and you don't have to write it yourself (but you can if you prefer), just choose the function and Excel will walk you through the formula.

To activate a function in 2007, choose Formula from the top menu, pick the category type and select the function. In 2003 – choose Insert, then function, use the pull down to find the category type and then the function. Excel will open a window that shows you what arguments are needed to make the calculation operate (see below):

There are a myriad of different functions to choose from in Excel, some you will use regularly, some occasionally and for some, probably never. Here is a list of the category and an example of the type of function available:

- Add-in and Automation functions (e.g. EUROCONVERT - Converts a number to euros)
- Cube functions (e.g. CUBEVALUE - Returns an aggregated value from a cube)
- Database functions (e.g. DCOUNTA - Counts nonblank cells in a database)
- Engineering functions (e.g. OCT2HEX - Converts an octal number to hexadecimal)
- Financial functions (e.g. IPMT - Returns the interest payment for an investment for a given period)
- Information functions (e.g. NA - Returns the error value #N/A)
- Logical functions (e.g. IF - Specifies a logical test to perform)
- Lookup and reference functions (e.g. VLOOKUP – Looks in the first column of an array and moves across the row to return the value of a cell)
- Math and trigonometry functions (e.g. ODD - Rounds a number up to the nearest odd integer)
- Statistical functions (e.g. COUNT - Counts how many numbers are in the list of arguments)

**Amy's Biz Tips are
brought
to you by AAPK
who can help
you with:**

- [Excel, Word and PowerPoint](#)
- Web Design
- Content Management Web Sites
- Graphic Design
- Print Design
- Social Media Marketing
- Creative Marketing Ideas

- Text functions (e.g. TEXT - Formats a number and converts it to text)

Play around with the functions to see what they do – you may find some that you didn't know existed and will make your job easier.

If you need help with creating or working with Excel files contact us at info@aapk.com we have a lot of experience with Excel.

How to Pronounce .GIF

Since the .GIF became a common graphic file, the debate has been on as to how to pronounce it – some say gif (hard “g”) and others say jif (soft “g” - like the peanut butter). It's an argument that in the web world reviles the tomato/tomatoe or potato/potatoe pronunciation battle.

Now the debate is over - the creator of the .gif image format (former CompuServe engineer Steve Wilhite) has made a final pronouncement. During an interview he said the "official" pronunciation is, and since the format's creation in 1987 has always been, "jif." . See the article for more details. <http://www.nbcnews.com/technology/creator-gif-files-insists-its-jif-internet-turmoil-6C10020905>

Maybe I am a nerd, because the announcement now means that others in the industry that have corrected my pronunciation of it (as a soft “g”) were wrong!

If you need help with web projects contact us today at info@aapk.com.

You Have To Laugh

Funny Video: Camel and Toddler - http://www.cnn.com/video/?hpt=hp_c4#/video/us/2013/04/29/tsr-moos-camel-licks-toddler.cnn

[Unsubscribe](#) from Amy's Biz Tips e-newsletter.

[Home](#) [Web Design](#) [Social Media](#) [Print Media](#) [Consulting](#) [About AAPK](#)

Contact us - 203-305-3124 or at info@aapk.com

AAPK - 45 Shadyside Lane, Milford, CT 06460

AAPK © 2015

**Amy's Biz Tips are
brought
to you by AAPK
who can help
you with:**

- [Excel, Word and PowerPoint](#)
- [Web Design](#)
- [Content Management Web Sites](#)
- [Graphic Design](#)
- [Print Design](#)
- [Social Media Marketing](#)
- [Creative Marketing Ideas](#)