

Google Sheets Formula Cheat Sheet

Function	Use	Syntax
SUM	Calculates the sum of a range of cells	SUM(range1, [range2, ...])
AVERAGE	Calculates the average of a range of cells	AVERAGE(range1, [range2, ...])
COUNT	Counts the number of numeric cells in a range	COUNT(range1, [range2, ...])
MAX	Finds the maximum value in a range	MAX(range1, [range2, ...])
MIN	Finds the minimum value in a range	MIN(range1, [range2, ...])
IF	Performs conditional logic based on a condition	IF(logical_expression, value_if_true, value_if_false)
VLOOKUP	Searches first column and returns data from a chosen column	VLOOKUP(search_key, range, index, [is_sorted])
CONCAT	Combines two strings into one	CONCAT(string1, string2)
CONCATENATE	Combines multiple strings into a single string	CONCATENATE(text1, [text2, ...])
SUBSTITUTE	Replaces specific text within a string	SUBSTITUTE(text, old_text, new_text, [occurrence])
DATE	Creates a date from year, month, day	DATE(year, month, day)
TODAY	Returns the current date	TODAY()
LEN	Counts all characters in text including spaces	LEN(text)
LEFT	Extracts characters from the beginning of text	LEFT(text, num_chars)
RIGHT	Extracts characters from the end of text	RIGHT(text, num_chars)
MID	Extracts a substring from text	MID(text, start, num_chars)
COUNTIF	Counts cells that meet a criterion	COUNTIF(range, criterion)
SUMIF	Sums values that meet a criterion	SUMIF(range, criterion, [sum_range])
IFERROR	Returns a value if a formula results in an error	IFERROR(value, [value_if_error])

Function	Use	Syntax
OFFSET	Returns a reference offset from a starting cell	OFFSET(reference, rows, cols, [height], [width])
ROUND	Rounds a number to set decimals	ROUND(number, num_digits)
TRIM	Removes leading and trailing spaces	TRIM(text)
FIND	Finds the position of text within text case sensitive	FIND(find_text, within_text, [start_num])
LEFTB	Returns bytes from the start of text	LEFTB(text, num_bytes)
RIGHTB	Returns bytes from the end of text	RIGHTB(text, num_bytes)
MIDB	Returns bytes from text starting at a byte position	MIDB(text, start_byte, num_bytes)
REGEXEXTRACT	Extracts text that matches a regular expression	REGEXEXTRACT(text, regular_expression)
REGEXREPLACE	Replaces text that matches a regular expression	REGEXREPLACE(text, regular_expression, replacement)
SPLIT	Splits text into columns by delimiter	SPLIT(text, delimiter, [split_by_each])
TRANSPOSE	Switches rows and columns	TRANSPOSE(array)
ARRAYFORMULA	Applies a formula to an entire range at once	ARRAYFORMULA(array_formula)
IMPORTRANGE	Imports a range from another spreadsheet	IMPORTRANGE(spreadsheet_url, range_string)
QUERY	Filters, sorts, and aggregates with SQL like syntax	QUERY(data, query, [headers])
INDEX	Returns the value at a row and column in a range	INDEX(range, row_num, [column_num])