HOORVIA ? VLOOKUP

Quick Reference Cheat Sheet · US Letter & A4 Printable

Tech & Software · Sheet #401

Function / Formula	Standard Syntax	Practical Use Case	Key Return Value / Error Guard
XLOOKUP	=XLOOKUP(lookup_val, lookup_arr, return_arr, [if_not_found], [match_mode])	Bidirectional dynamic array lookup without column index	Returns matching cell; eliminates #N/A errors with fallback string
INDEX / MATCH	=INDEX(return_col, MATCH(lookup_val, lookup_col, 0))	Robust 2D table lookups resilient to column insertions	Exact match reference; works left-to-right and right-to-left
SUMIFS	=SUMIFS(sum_range, criteria_range1, criteria1, [criteria_range2, criteria2])	Multi-condition numerical aggregation	Sums all numeric cells satisfying all specified criteria filters
COUNTIFS	=COUNTIFS(criteria_range1, criteria1, [criteria_range2, criteria2])	Multi-condition frequency counting	Integer count of matching records across multiple criteria arrays
QUERY (Google Sheets)	=QUERY(data, "SELECT A, B WHERE C > 100 ORDER BY B DESC", 1)	SQL-like data transformation and manipulation in spreadsheets	Returns dynamic array table filtered and ordered by SQL syntax