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FREE RESOURCES




STORE

SERVICES

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PRESS ROOM

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Sumif

The SumIf formula can be used for a variety of purposes. Basically this formula sums a set of values if it meets a certain criteria. In the example below we have a sales data for several units in various cities on the left hand side. Let's say the manager would like to rollup the data by city. We would use the SumIF formula to do this.

	A	B	C	D	E	F	G	H	I	J
1	Date	City	Amount			Total \$	1			
2	1/1/2011	New York City	\$58,658.00		New York City					
3	1/2/2011	Chicago	\$31,102.00		Chicago					
4	1/3/2011	Los Angeles	\$54,867.00		Los Angeles					
5	1/4/2011	Houston	\$32,309.00		Houston					
6	1/5/2011	Orlando	\$66,566.00		Orlando					
7	2/1/2011	New York City	\$20,345.00							
8	2/2/2011	Chicago	\$77,651.00							
9	2/3/2011	Los Angeles	\$49,909.00							
10	2/4/2011	Houston	\$63,209.00							
11	2/5/2011	Orlando	\$58,720.00							
12	3/1/2011	New York City	\$68,270.00							
13	3/2/2011	Chicago	\$23,824.00							
14	3/3/2011	Los Angeles	\$63,218.00							
15	3/4/2011	Houston	\$25,632.00							
16	3/5/2011	Orlando	\$53,973.00							
17	3/6/2011	New York City	\$59,585.00							
18	3/7/2011	Chicago	\$71,888.00							
19	3/8/2011	Los Angeles	\$25,721.00							
20	3/9/2011	Houston	\$21,487.00							
21	3/10/2011	Orlando	\$29,897.00							
22	3/11/2011	New York City	\$44,807.00							
23	3/12/2011	Chicago	\$78,625.00							
24										
25			\$1,080,263.00							

1. Type in the cities that occur in the sample data.

a. Note: The text must match exactly to the text in the data. Spaces or inconsistent spelling will throw off the computations.

	A	B	C	D	E	F	G	H	I	J
1	Date	City	Amount			Total \$				
2	1/1/2011	New York City	\$58,658.00		New York City	=SUMIF(B2:B23,E2,C2:C23))				
3	1/2/2011	Chicago	\$31,102.00		Chicago					
4	1/3/2011	Los Angeles	\$54,867.00		Los Angeles					
5	1/4/2011	Houston	\$32,309.00		Houston					
6	1/5/2011	Orlando	\$66,566.00		Orlando					
7	2/1/2011	New York City	\$20,345.00							
8	2/2/2011	Chicago	\$77,651.00							
9	2/3/2011	Los Angeles	\$49,909.00							
10	2/4/2011	Houston	\$63,209.00							
11	2/5/2011	Orlando	\$58,720.00							
12	3/1/2011	New York City	\$68,270.00							
13	3/2/2011	Chicago	\$23,824.00							
14	3/3/2011	Los Angeles	\$63,218.00							
15	3/4/2011	Houston	\$25,632.00							
16	3/5/2011	Orlando	\$53,973.00							
17	3/6/2011	New York City	\$59,585.00							
18	3/7/2011	Chicago	\$71,888.00							
19	3/8/2011	Los Angeles	\$25,721.00							
20	3/9/2011	Houston	\$21,487.00							
21	3/10/2011	Orlando	\$29,897.00							
22	3/11/2011	New York City	\$44,807.00							
23	3/12/2011	Chicago	\$78,625.00							
24										
25			\$1,080,263.00							

2. Formula =Sumif(Range, Criteria, Sum Range)

- a. **Range**: This represents the array or list which contains the data you would like to group by. Type in "B2:B23"
- b. **Criteria**: This represents the exact description which you are searching for. In this case "New York City". Type in "E2"
- c. **Range**: This range references the range which contains the values to be grouped. Type in "C2:C23"

	A	B	C	E	F	G	H	I	J
1	Date	City	Amount		Total \$				
2	1/1/2011	New York City	\$58,658.00	New York City	\$251,665.00				
3	1/2/2011	Chicago	\$31,102.00	Chicago					
4	1/3/2011	Los Angeles	\$54,867.00	Los Angeles					
5	1/4/2011	Houston	\$32,309.00	Houston					
6	1/5/2011	Orlando	\$66,566.00	Orlando					
7	2/1/2011	New York City	\$20,345.00						
8	2/2/2011	Chicago	\$77,651.00						
9	2/3/2011	Los Angeles	\$49,909.00						
10	2/4/2011	Houston	\$63,209.00						
11	2/5/2011	Orlando	\$58,720.00						
12	3/1/2011	New York City	\$68,270.00						
13	3/2/2011	Chicago	\$23,824.00						
14	3/3/2011	Los Angeles	\$63,218.00						
15	3/4/2011	Houston	\$25,632.00						
16	3/5/2011	Orlando	\$53,973.00						
17	3/6/2011	New York City	\$59,585.00						
18	3/7/2011	Chicago	\$71,888.00						
19	3/8/2011	Los Angeles	\$25,721.00						
20	3/9/2011	Houston	\$21,487.00						
21	3/10/2011	Orlando	\$29,897.00						
22	3/11/2011	New York City	\$44,807.00						
23	3/12/2011	Chicago	\$78,625.00						
24									
25			\$1,080,263.00						

3. Now we see a total for the number of sales in New York City. (ex. \$251,665)

	A	B	C	D	E	F	G	I	J
1	Date	City	Amount			Total \$			
2	1/1/2011	New York City	\$58,658.00		New York City	\$251,665.00			
3	1/2/2011	Chicago	\$31,102.00		Chicago	\$283,090.00			
4	1/3/2011	Los Angeles	\$54,867.00		Los Angeles	\$193,715.00			
5	1/4/2011	Houston	\$32,309.00		Houston	\$142,637.00			
6	1/5/2011	Orlando	\$66,566.00		Orlando	\$209,156.00			
7	2/1/2011	New York City	\$20,345.00						
8	2/2/2011	Chicago	\$77,651.00			\$1,080,263.00			
9	2/3/2011	Los Angeles	\$49,909.00						
10	2/4/2011	Houston	\$63,209.00						
11	2/5/2011	Orlando	\$58,720.00						
12	3/1/2011	New York City	\$68,270.00						
13	3/2/2011	Chicago	\$23,824.00						
14	3/3/2011	Los Angeles	\$63,218.00						
15	3/4/2011	Houston	\$25,632.00						
16	3/5/2011	Orlando	\$53,973.00						
17	3/6/2011	New York City	\$59,585.00						
18	3/7/2011	Chicago	\$71,888.00						
19	3/8/2011	Los Angeles	\$25,721.00						
20	3/9/2011	Houston	\$21,487.00						
21	3/10/2011	Orlando	\$29,897.00						
22	3/11/2011	New York City	\$44,807.00						
23	3/12/2011	Chicago	\$78,625.00						
24									
25			\$1,080,263.00						

In order to group by the other cities we need to do two things: add anchors to the ranges and copy the formula down. Adding anchors will prevent the address from getting changed as it is being copied down.

4. To add "anchors" to the **range** and **sum range** cell addresses

a. Highlight the cell address and press **F4**. This will automatically add (\$) to the address.

5. Highlight and copy the formula and paste into the into the following rows

6. As a check it's a good idea to add totals to the summary data and the detailed transaction table. This ensures that the formulas are correct and all areas are being captured.

The SumIf can be used in countless situations to summarize complex and extensive data for quick analysis.

Email: info@excellentones.com | P.O. Box 160493 | Brooklyn, NY 11216 | Phone: (347) 763-1035 | Fax: (718) 228-7859

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