# Lecture Note #7: Some More Functions

## BUSI 201: Business Data Analysis

#### Fall 2023

### Topic 1. The HLOOKUP Function

Similar to the VLOOKUP function we covered in a previous class, the HLOOKUP function returns a certain value. While the VLOOKUP function looks *vertically* down the first column of the table array to find the unique identifier, the HLOOKUP function looks *borizontally* across the first row of the table array to find the identifier.

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|------|--------------|---|--|-----------|-----------------------------|---------------------------------|-----|--------------------|--|---------------------------------|--|--|------------------|
|      | v 1          | $\times \checkmark f_x$                 |  |           |                             |                                 | ~   | M35                | $\checkmark$ : $\times \checkmark f_x$   |                                 |  |  |                  |
| A    | В            | С                                       | D  | E         | F                           | G                               | H   | A                  | В  | С                               | D  | E  | F                |
|      | Ticker       | Asset                                   | Asset Type   | Ouantity  | Purchase Price              | Current Price                   | -1- | 1                  |  |                                 |  |  |                  |
|      |              | Apple Inc.                              | Stocks   | 100       | \$15.000.00                 | \$17,500,00                     |     | 2                  | Property Code  | RE001                           | RE002  | RE003  | REOO             |
|      | MSFT         | Microsoft                               | Stocks   | 75        | \$20,000.00                 | \$22,000.00                     |     | 3                  | State  | CA                              | ТХ   | NY   | FL               |
|      | AMZN         | Amazon.com                              | Stocks   | 50        | \$320,000.00                | \$350,000.00                    |     |                    |  |                                 |  |  |                  |
|      | GOOGL        | Google                                  | Stocks   | 60        | \$250,000.00                | \$270,000.00                    |     | 4                  | County   | Los Angeles                     | Harris   | Queens   | Miami-D          |
|      | IBM          | IBM                                     | Stocks   | 40        | \$13,000.00                 | \$12,000.00                     |     | 5                  | City   | Los Angeles                     | Houston  | New York   | Mian             |
|      | TSLA         | Tesla Inc.                              | Stocks   | 30        | \$65,000.00                 | \$70,000.00                     |     | 6                  | Square Footage   | 2000                            | 1800   | 2200   | 1600             |
|      |              | Johnson & Johnson                       | Stocks   | 50        | \$15,000.00                 | \$16,000.00                     |     | 7                  | Bedrooms   | 3                               | 4  | 5  | 2                |
| _    |              | Procter & Gamble                        | Stocks   | 60        | \$13,000.00                 | \$14,000.00                     |     | 8                  | Bathrooms  | -                               |  | 3  |                  |
| _    |              | Exxon Mobil                             | Stocks   | 70        | \$6,000.00                  | \$6,500.00                      | -1  |                    |  | 2.5                             | 3  | 4  | 2                |
|      |              | Netflix Inc.                            | Stocks   | 40        | \$45,000.00                 | \$48,000.00                     | - 1 | 9                  | Garage Spaces  | 2                               | 2  | 3  | 1                |
| _    |              | SPDR S&P 500 ETF                        | ETFs   | 25        | \$40,000.00                 | \$42,000.00                     | -1  | 10                 | Year of Construction   | 1990                            | 1985   | 2005   | 1980             |
|      |              | Shares Tech ETF                         | ETFs   | 30        | \$15,000.00                 | \$16,000.00                     | -1  | 11                 | Renovation Year  | 2015                            | 2020   | 2018   | 2019             |
|      |              | Vanguard Bond ETF                       | ETFs   | 100       | \$8,000.00                  | \$8,500.00                      | -1  |                    |  |                                 |  |  |                  |
|      |              | Shares Emerging Markets ETF             | ETFs<br>Bonds  | 35<br>500 | \$4,500.00                  | \$4,800.00                      | -1  | 12                 | Days on the Market   | 30                              | 45   | 60   | 15               |
|      | CORP         | US Treasury<br>Corporate Bond           | Bonds  | 300       | \$100,000.00<br>\$12,000.00 | \$102,000.00<br>\$12,200.00     | -1  | 13                 | Asking Price   | \$550,000                       | \$400,000  | \$750,000  | \$300,0          |
|      |              | Municipal Bond                          | Bonds  | 200       | \$9,000.00                  | \$9,200.00                      | -1  | 14                 | Flooring   | Hardwood                        | Carpet   | Hardwood   | Tile             |
|      |              | High-Yield Bond                         | Bonds  | 150       | \$7,500.00                  | \$7,800.00                      | - 1 | 15                 | Heating  | Central                         | Radiant  | Forced Air   | Centr            |
|      |              | Treasury Inflation-Protected Securities | Bonds  | 75        | \$11,000.00                 | \$11,200.00                     | - 1 |                    | 0  |                                 |  |  |                  |
| -    |              | Real Estate ETF                         | Real Estate  | 15        | \$10,000.00                 | \$10,500.00                     | - 1 | 16                 | Cooling  | Central                         | Central  | Central  | Windo            |
| 1    |              |   |  |           | ,                           |                                 |     | 17                 | HOA  | \$300                           | \$250  | \$400  | \$150            |
|      |              |   |  |           |                             |                                 |     | 18                 |  |                                 |  |  |                  |
|      |              |   |  |           |                             |                                 |     | 19                 |  |                                 |  |  |                  |
|      |              |   |  |           |                             |                                 |     |                    |  |                                 |  |  |                  |
|      |              |   |  |           |                             |                                 |     | 20                 |  |                                 |  |  |                  |
|      |              |   |  |           |                             |                                 |     | 21                 |  |                                 |  |  |                  |
|      |              |   |  |           |                             |                                 |     | 22                 |  |                                 |  |  |                  |
| 5    | V            | LOOKUP_DATA HLOOKUP DATA DATA           | TABLE1 +   |           |                             |                                 |     | < >                | VLOOKUP DATA HLOOKUP_D   | ATA DATAL TABL                  |  |  |                  |

Figure 1: VLOOKUP

Figure 2: HLOOKUP

HLOOKUP is used when the unique ID is aligned in a single row, as shown in Figure 2, and VLOOKUP is appropriate when the data is arranged like Figure 1, where the unique ID is aligned in a single column. The syntax of HLOOKUP is similar to that of VLOOKUP.

Navigate to the worksheet HLOOKUP\_DATA in the workbook BUSI201-LEC07-Workbook.xlsx. You should find a table with information on some real estate properties on the market in various regions across the U.S. Suppose you want to extract information on the county the property is located in, the number of bedrooms and bathrooms, and the asking price of four properties: RE008, RE002, RE010, and RE001. Fill out the table located in cells B20:F24.

| (þ. | Cut<br>Copy ~<br>Format Painter                       | ⊞ •   <u>&amp;</u> • A • |           | ╬ Wrap Text<br>Merge & Center → | General →<br>\$ ~ % <b>9</b> % +% | Conditional Format as<br>Formatting ~ Table ~ | Normal Bad<br>Neutral Calcul | Good<br>lation Check Cell | Insert Delete | ~         | * ZV<br>Sort & Find & Analy<br>Filter * Select * Data | se Add-ins |
|-----|---|--------------------------|-----------|---------------------------------|-----------------------------------|---|------------------------------|---------------------------|---------------|-----------|---|------------|
|     | reard $f_{3}$ $f_{4}$<br>$\sim 1 \times \sqrt{f_{3}}$ | ont 5                    | Alignm    | ent 5                           | Number 5                          |   | Styles                       |                           | Cells         | 1         | Editing Analy:  | is Add-ins |
|     | B   | С                        | D         | E                               | F                                 | G   | Н                            | I                         | J             | К         | L   | М          |
| l   | Property Code   | RE001                    | RE002     | RE003                           | RE004                             | RE005   | RE006                        | RE007                     | RE008         | RE009     | RE010   |            |
|     | State   | CA                       | ТХ        | NY                              | FL                                | IL  | AZ                           | WA                        | CO            | NC        | GA  |            |
|     | County  | Los Angeles              | Harris    | Queens                          | Miami-Dade                        | Cook  | Maricopa                     | King                      | Denver        | Wake      | Fulton  |            |
|     | City  | Los Angeles              | Houston   | New York                        | Miami                             | Chicago                                       | Phoenix                      | Seattle                   | Denver        | Raleigh   | Atlanta   |            |
|     | Square Footage  | 2000                     | 1800      | 2200                            | 1600                              | 2500  | 1900                         | 2800                      | 2100          | 2300      | 1950  |            |
|     | Bedrooms  | 3                        | 4         | 5                               | 2                                 | 4   | 3                            | 4                         | 3             | 4         | 3   |            |
|     | Bathrooms   | 2.5                      | 3         | 4                               | 2                                 | 3.5   | 2.5                          | 3.5                       | 2.5           | 3         | 2.5   |            |
|     | Garage Spaces   | 2                        | 2         | 3                               | 1                                 | 2   | 2                            | 3                         | 2             | 2         | 1   |            |
|     | Year of Construction                                  | 1990                     | 1985      | 2005                            | 1980                              | 1995  | 2002                         | 2010                      | 1988          | 1998      | 2008  |            |
|     | Renovation Year                                       | 2015                     | 2020      | 2018                            | 2019                              | 2016  | 2021                         | 2017                      | 2020          | 2015      | 2019  |            |
| _   | Days on the Market                                    | 30                       | 45        | 60                              | 15                                | 75  | 40                           | 90                        | 55            | 70        | 50  |            |
| -   | Asking Price  | \$550,000                | \$400,000 | \$750,000                       | \$300,000                         | \$600,000                                     | \$350,000                    | \$800,000                 | \$450,000     | \$475,000 | \$380,000   |            |
| _   | Flooring  | Hardwood                 | Carpet    | Hardwood                        | Tile                              | Hardwood                                      | Carpet                       | Hardwood                  | Tile          | Carpet    | Hardwood  |            |
| -   | Heating   | Central                  | Radiant   | Forced Air                      | Central                           | Radiant                                       | Forced Air                   | Radiant                   | Forced Air    | Radiant   | Forced Air  |            |
| -   | Cooling   | Central                  | Central   | Central                         | Window                            | Central                                       | Central                      | Central                   | Central       | Central   | Central   |            |
| -   | HOA   | \$300                    | \$250     | \$400                           | \$150                             | \$300   | \$200                        | \$500                     | \$250         | \$300     | \$200   |            |
|     |   |                          |           |                                 |                                   |   |                              |                           |               |           |   |            |
|     | Property Code   | County                   | Bedrooms  | Bathrooms                       | Asking Price                      |   |                              |                           |               |           |   |            |
|     | RE008   |                          |           |                                 |                                   |   |                              |                           |               |           |   |            |
|     | RE002   |                          |           |                                 |                                   |   |                              |                           |               |           |   |            |
|     | RE010   |                          |           |                                 |                                   |   |                              |                           |               |           |   |            |
|     | RE001   |                          |           |                                 |                                   |   |                              |                           |               |           |   |            |

Figure 3: The HLOOKUP\_DATA Sheet

For instance, to find the number of bedrooms for property code RE002 in cell D22, we can use the HLOOKUP function as follows:

= HLOOKUP (\$J2, \$C\$2:\$L\$17, 5, 0)

#### Topic 2. The XLOOKUP Function

We have covered two distinct types of lookup functions: the VLOOKUP for data that are stacked *vertically*, and the HLOOKUP for data that are stacked *horizontally*. It is challenging to think of any other method of organizing data that is comprehensible, while neither being stacked vertically nor horizontally. So, you may wonder, what is the purpose of this XLOOKUP function?

The primary limitation of the VLOOKUP and HLOOKUP functions is that the lookup value (unique identifier) must be located in the first column/row, respectively. This restriction exists because VLOOKUP returns values to the *right* of the lookup value, and HLOOKUP returns values *below* the lookup value. For instance, refer to Figure 4, which represents a hypothetical data sheet from a hospital system, where individuals are uniquely identified by their patient ID number.

|    | A B       | С                   | D   | E          | F                          | G         | Н      | 1       | Jł     | ( L        | Μ         | N    | 0    |
|----|-----------|---------------------|-----|------------|----------------------------|-----------|--------|---------|--------|------------|-----------|------|------|
| 1  |           |                     |     |            |                            |           |        |         |        |            |           |      |      |
| 2  | Date      | Full Name           | Age | Patient ID | Procedure                  | Cost      | Return | Network | Pharma | Patient ID | Full Name | Date | Cost |
| 3  | Aug/07/23 | Emily Johnson       | 55  | PID-001    | Blood Pressure Measurement | \$ 27.88  | No     | No      | Yes    | PID-006    |           |      |      |
| 4  | Aug/12/23 | Benjamin Smith      | 55  | PID-002    | Blood Tests                | \$ 267.61 | Yes    | Yes     | No     | PID-002    |           |      |      |
| 5  | Aug/20/23 | Ava Williams        | 17  | PID-003    | X-ray                      | \$ 103.57 | No     | No      | No     | PID-021    |           |      |      |
| 6  | Aug/24/23 | Liam Anderson       | 67  | PID-004    | Ultrasound                 | \$ 377.08 | No     | Yes     | No     | PID-018    |           |      |      |
| 7  | Aug/28/23 | Olivia Brown        | 52  | PID-005    | Electrocardiogram          | \$ 273.07 | No     | No      | Yes    |            |           |      |      |
| 8  | Sep/02/23 | Jackson Martinez    | 33  | PID-006    | Colonoscopy                | \$ 29.80  | No     | No      | No     |            |           |      |      |
| 9  | Sep/06/23 | Sophia Davis        | 42  | PID-007    | Endoscopy                  | \$ 370.67 | Yes    | Yes     | Yes    |            |           |      |      |
| 10 | Sep/10/23 | Noah Wilson         | 68  | PID-008    | MRI                        | \$ 13.96  | No     | No      | Yes    |            |           |      |      |
| 11 | Sep/13/23 | Emma Garcia         | 52  | PID-009    | CT Scan                    | \$ 303.60 | No     | Yes     | No     |            |           |      |      |
| 12 | Sep/15/23 | William Jones       | 15  | PID-010    | Mammogram                  | \$ 352.11 | Yes    | Yes     | Yes    |            |           |      |      |
| 13 | Aug/04/23 | Isabella Taylor     | 30  | PID-011    | Biopsy                     | \$ 354.63 | No     | Yes     | Yes    |            |           |      |      |
| 14 | Aug/17/23 | James Clark         | 62  | PID-012    | Surgery                    | \$ 276.26 | Yes    | No      | No     |            |           |      |      |
| 15 | Aug/22/23 | Mia Hernandez       | 25  | PID-013    | Laparoscopy                | \$ 98.18  | No     | Yes     | Yes    |            |           |      |      |
| 16 | Aug/31/23 | Jackson Martinez    | 33  | PID-006    | Catheterization            | \$ 207.10 | Yes    | No      | Yes    |            |           |      |      |
| 17 | Sep/01/23 | Charlotte White     | 50  | PID-015    | Dialysis                   | \$ 51.72  | No     | Yes     | No     |            |           |      |      |
| 18 | Sep/05/23 | Ethan Lewis         | 45  | PID-016    | Ventilation                | \$ 224.30 | No     | Yes     | No     |            |           |      |      |
| 19 | Sep/08/23 | Harper Hall         | 44  | PID-017    | Chemotherapy               | \$ 397.83 | Yes    | No      | Yes    |            |           |      |      |
| 20 | Sep/11/23 | Elijah Turner       | 32  | PID-018    | Radiation Therapy          | \$ 147.96 | Yes    | Yes     | Yes    |            |           |      |      |
| 21 | Sep/14/23 | Amelia Scott        | 70  | PID-019    | Physical Therapy           | \$ 164.92 | Yes    | Yes     | Yes    |            |           |      |      |
| 22 |           | Alexander Rodriguez | 57  | PID-020    | Cardiac Bypass Surgery     | \$ 114.86 | Yes    | Yes     | No     |            |           |      |      |

Figure 4: The XLOOKUP\_DATA Sheet

While the data is organized *vertically*, we may be tempted to use the VLOOKUP function. However, we can observe that the unique patient ID is located in column E, which is in the middle of the table. Therefore, if we want to use the unique patient ID to look up information about this patient, we can use the XLOOKUP function. The syntax of the XLOOKUP function is as follows:

= XLOOKUP(LOOKUP VALUE,

RANGE WHERE THE LOOKUP VALUE IS LOCATED, RANGE WHERE THE RETURN VALUE IS LOCATED, [WHAT TO RETURN WHEN LOOKUP VALUE NOT FOUND], [EXACT/APPROXIMATE MATCH], [SEARCH DIRECTION]) The arguments are similar, but not identical to those of VLOOKUP. Let's go over the correct solution for cell M3, where we attempt to find the full name of PID-006:

```
= XLOOKUP($L3,$E$3:$E$22,$C$3:$C$22,"Not Found",0,1)
```

Please see Figure 5 for the color-coded zones chosen as arguments in the XLOOKUP function.

|    | Α   | В        | С                   | D   | E          | F                          | G            | Н    |       | 1      | J      | K | L          |      | М    | Ν    | 0    |
|----|-----|----------|---------------------|-----|------------|----------------------------|--------------|------|-------|--------|--------|---|------------|------|------|------|------|
| 1  |     |          |                     |     |            |                            |              |      |       |        |        |   |            |      |      |      |      |
| 2  |     | Date     | Full Name           | Age | Patient ID | Procedure                  | Cost         | Retu | rn Ne | etwork | Pharma |   | Patient ID | Full | Name | Date | Cost |
| 3  | Au  | ig/07/23 | Emily Johnson       | 55  | PID-001    | Blood Pressure Measurement | \$<br>27.88  | No   |       | No     | Yes    |   | PID-006    |      |      |      |      |
| 4  | Au  | ıg/12/23 | Benjamin Smith      | 55  | PID-002    | Blood Tests                | \$<br>267.61 | Yes  |       | Yes    | No     |   | PID-002    |      |      |      |      |
| 5  | Au  | ig/20/23 | Ava Williams        | 17  | PID-003    | X-ray                      | \$<br>103.57 | No   |       | No     | No     |   | PID-021    |      |      |      |      |
| 6  | Au  | ig/24/23 | Liam Anderson       | 67  | PID-004    | Ultrasound                 | \$<br>377.08 | No   |       | Yes    | No     |   | PID-018    |      |      |      |      |
| 7  | Au  | ig/28/23 | Olivia Brown        | 52  | PID-005    | Electrocardiogram          | \$<br>273.07 | No   |       | No     | Yes    |   |            |      |      |      |      |
| 8  | Sep | p/02/23  | Jackson Martinez    | 33  | PID-006    | Colonoscopy                | \$<br>29.80  | No   |       | No     | No     |   |            |      |      |      |      |
| 9  | Sep | p/06/23  | Sophia Davis        | 42  | PID-007    | Endoscopy                  | \$<br>370.67 | Yes  |       | Yes    | Yes    |   |            |      |      |      |      |
| 10 | Sep | p/10/23  | Noah Wilson         | 68  | PID-008    | MRI                        | \$<br>13.96  | No   |       | No     | Yes    |   |            |      |      |      |      |
| 11 | Se  | p/13/23  | Emma Garcia         | 52  | PID-009    | CT Scan                    | \$<br>303.60 | No   |       | Yes    | No     |   |            |      |      |      |      |
| 12 | Sep | p/15/23  | William Jones       | 15  | PID-010    | Mammogram                  | \$<br>352.11 | Yes  |       | Yes    | Yes    |   |            |      |      |      |      |
| 13 | Au  | ig/04/23 | Isabella Taylor     | 30  | PID-011    | Biopsy                     | \$<br>354.63 | No   |       | Yes    | Yes    |   |            |      |      |      |      |
| 14 | Au  | ig/17/23 | James Clark         | 62  | PID-012    | Surgery                    | \$<br>276.26 | Yes  |       | No     | No     |   |            |      |      |      |      |
| 15 | Au  | ig/22/23 | Mia Hernandez       | 25  | PID-013    | Laparoscopy                | \$<br>98.18  | No   |       | Yes    | Yes    |   |            |      |      |      |      |
| 16 | Au  | ig/31/23 | Jackson Martinez    | 33  | PID-006    | Catheterization            | \$<br>207.10 | Yes  |       | No     | Yes    |   |            |      |      |      |      |
| 17 | Sep | p/01/23  | Charlotte White     | 50  | PID-015    | Dialysis                   | \$<br>51.72  | No   |       | Yes    | No     |   |            |      |      |      |      |
| 18 | Sep | p/05/23  | Ethan Lewis         | 45  | PID-016    | Ventilation                | \$<br>224.30 | No   |       | Yes    | No     |   |            |      |      |      |      |
| 19 | Sep | p/08/23  | Harper Hall         | 44  | PID-017    | Chemotherapy               | \$<br>397.83 | Yes  |       | No     | Yes    |   |            |      |      |      |      |
| 20 | Sep | p/11/23  | Elijah Turner       | 32  | PID-018    | Radiation Therapy          | \$<br>147.96 | Yes  |       | Yes    | Yes    |   |            |      |      |      |      |
| 21 | Sep | p/14/23  | Amelia Scott        | 70  | PID-019    | Physical Therapy           | \$<br>164.92 | Yes  |       | Yes    | Yes    |   |            |      |      |      |      |
| 22 | Sep | p/16/23  | Alexander Rodriguez | 57  | PID-020    | Cardiac Bypass Surgery     | \$<br>114.86 | Yes  |       | Yes    | No     |   |            |      |      |      |      |

Figure 5: An Example of XLOOKUP

## The Three "Optional" Arguments

There are three optional arguments in the XLOOKUP function, and they function as follows:

- 4th Argument: [WHAT TO RETURN WHEN LOOKUP VALUE IS NOT FOUND] Value to return when XLOOKUP cannot find the lookup value in the data.
- 5th Argument: [EXACT/APPROXIMATE MATCH] Identical to VLOOKUP. Typically, we use only the exact match, so we usually stick to "0."
- 6th Argument:

[SEARCH DIRECTION]

The default (1) is a "Top-to-Bottom" search. However, we can also use "-1" if we want Excel to search the data "Bottom-to-Top."

## Topic 3. The AND / OR Functions

Up to this point, we have covered functions that can either take a single condition, such as the IF or VLOOKUP functions, and functions that can evaluate multiple conditions, like the SUMIFS function. For functions that only accept a single condition argument, we can use the AND and/or OR functions to assess multiple conditions in a single line.

| А | В               | С         | D              | E              | F               | G       | Н        |    | 1      | J        | K I    | М | N                                  | 0 | Р           | ( |
|---|-----------------|-----------|----------------|----------------|-----------------|---------|----------|----|--------|----------|--------|---|------------------------------------|---|-------------|---|
|   | Order ID        | Date      | Customer       | Sales Rep      | Category        | Item ID | Quantity | Re | evenue | Profit   | Margin |   | Revenue > 500 C<br>Profit Margin > |   | D Revenue < |   |
|   | ORD202309100001 | 9/10/2023 | John Smith     | Alice Johnson  | Electronics     | E123    | 14       | \$ | 742.16 |          | 4.90%  |   |                                    |   |             |   |
|   | ORD202309100002 | 9/10/2023 | Emily Davis    | Michael Wilson | Clothing        | C456    | 10       | \$ | 317.25 | \$ 26.65 | 8.40%  |   |                                    |   |             |   |
|   | ORD202309100003 | 9/10/2023 | Robert Brown   | Jessica Miller | Home Appliances | HA789   | 1        | \$ | 111.46 |          | 3.50%  |   |                                    |   |             |   |
|   | ORD202309100004 | 9/9/2023  | Sarah Johnson  | David Smith    | Electronics     | E123    | 8        | \$ | 232.96 |          | 8.40%  |   |                                    |   |             |   |
|   | ORD202309100005 | 9/9/2023  | James Wilson   | Jennifer White | Clothing        | C456    | 7        | \$ | 501.58 |          | 4.90%  |   |                                    |   |             |   |
|   | ORD202309100006 | 9/8/2023  | Linda Davis    | Michael Wilson | Home Appliances | HA789   | 13       | \$ | 94.57  |          | 5.30%  |   |                                    |   |             |   |
|   | ORD202309100007 | 9/8/2023  | William Brown  | Alice Johnson  | Electronics     | E123    | 9        | \$ | 773.49 |          | 7.40%  |   |                                    |   |             |   |
|   | ORD202309100008 | 9/7/2023  | Susan Johnson  | Jessica Miller | Clothing        | C456    | 8        | \$ | 83.67  |          | 8.20%  |   |                                    |   |             |   |
|   | ORD202309100009 | 9/7/2023  | Michael Smith  | David Smith    | Home Appliances | HA789   | 10       | \$ | 351.30 |          | 5.30%  |   |                                    |   |             |   |
|   | ORD202309100010 | 9/6/2023  | Olivia White   | Jennifer White | Electronics     | E123    | 5        | \$ | 685.80 |          | 3.70%  |   |                                    |   |             |   |
|   | ORD202309100011 | 9/6/2023  | Henry Davis    | Alice Johnson  | Clothing        | C456    | 5        | \$ | 561.59 |          | 9.90%  |   |                                    |   |             |   |
|   | ORD202309100012 | 9/5/2023  | Emily Johnson  | Michael Wilson | Home Appliances | HA789   | 11       | \$ | 714.00 |          | 3.70%  |   |                                    |   |             |   |
|   | ORD202309100013 | 9/5/2023  | William Wilson | Jessica Miller | Electronics     | E123    | 8        | \$ | 654.04 |          | 4.20%  |   |                                    |   |             |   |
|   | ORD202309100014 | 9/4/2023  | Susan Davis    | David Smith    | Clothing        | C456    | 10       | \$ | 971.59 |          | 4.50%  |   |                                    |   |             |   |
|   | ORD202309100015 | 9/4/2023  | James Brown    | Jennifer White | Home Appliances | HA789   | 8        | \$ | 724.91 |          | 1.10%  |   |                                    |   |             |   |
|   | ORD202309100016 | 9/3/2023  | Linda Johnson  | Alice Johnson  | Electronics     | E123    | 6        | \$ | 189.02 |          | 1.50%  |   |                                    |   |             |   |
|   | ORD202309100017 | 9/3/2023  | Robert Smith   | Michael Wilson | Clothing        | C456    | 4        | \$ | 957.49 |          | 8.10%  |   |                                    |   |             |   |
|   | ORD202309100018 | 9/2/2023  | Sarah Davis    | Jessica Miller | Home Appliances | HA789   | 12       | \$ | 130.52 |          | 7.90%  |   |                                    |   |             |   |
|   | ORD202309100019 | 9/2/2023  | Olivia Brown   | David Smith    | Electronics     | E123    | 12       | \$ | 877.39 |          | 2.40%  |   |                                    |   |             |   |
|   | ORD202309100020 | 9/1/2023  | Michael Wilson | Jennifer White | Clothing        | C456    | 7        | \$ | 475.29 | \$ 15.21 | 3.20%  |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   |                 |           |                |                |                 |         |          |    |        |          |        |   |                                    |   |             |   |
|   | VLOOKUP_DA      | TA HLOOKU | P_DATA XLOOKU  | P_DATA AND_OR  | HELPER +        |         |          |    |        |          |        | _ |                                    |   |             |   |

Figure 6: The AND\_OR Sheet

If we want to populate cell M3 with an indicator to check if the order ID ORD202309100001 generated revenue greater than \$500 and if the profit margin for filling that order was greater than 5%, we can use a simple IF function:

= IF(I3>500,IF(K3>0.05,1,0),0)

Meanwhile, if we aim to fill cell N3:

= IF(I3>500, 1, IF(K3>0.05, 1, 0))

When checking between two conditions, this is relatively straightforward. However, we may encounter situations where we need to verify if an entry satisfies dozens of conditions simultaneously or if it satisfies at least one of a dozen conditions. In such scenarios, we can rely on the AND or OR functions to streamline this process.

#### The AND Function

Consider the worksheet AND\_OR in the workbook BUSI201-LEC07-Workbook.xlsx. You will find some sales data, but for this exercise, we will focus on the revenue (column I) and the profit margin (column K). Suppose we want to create a column that acts as an indicator. For example, column M should display:

 $M3 = \begin{cases} 1, & \text{if Revenue} > 500 \text{ and Profit Margin} > 5\% \\ 0, & \text{otherwise} \end{cases}$ 

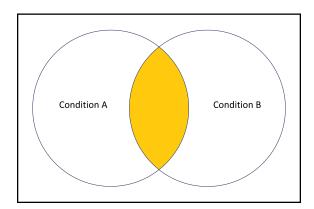


Figure 7: AND Function Diagram

The basic syntax of the AND function is as follows:

tion, which returns TRUE if all the conditions provided as arguments are met simultaneously. In other words, the AND function will return TRUE only if all logic tests pass, and it will return FALSE if any of the conditions are not met.

To achieve this goal, we can use the AND func-

Visualized in a Venn diagram as shown in Figure 7, the AND function will yield TRUE for objects in the shaded zone, representing the intersection of two sets.

= AND (LOGIC\_TEST\_1, [LOGIC\_TEST\_2], ...)

For cell M3, we can use the AND function as follows:

= AND (I3 > 500, K3 > 0.05)

Please note that there is no need to use absolute/mixed references in this case, and percentages are represented in the numerical form of 0.05, not as 5%. Try filling the remaining cells in column M using the AND function and column O with the corresponding conditions.

#### The OR Function

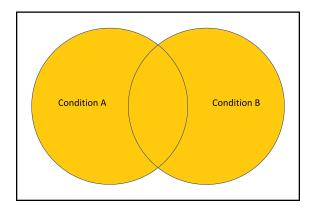


Figure 8: OR Function Diagram

Another useful function to employ when checking multiple conditions simultaneously is the OR function. In terms of set theory, the OR function is the *union* equivalent of the AND function, as shown in Figure 8.

In other words, it returns TRUE if *any* of the conditions are met and will return FALSE only if *none* of the conditions are met. We can use the OR function to fill out the cells in columns N and P.

Since the syntax of the OR function is identical to that of the AND function, cell N3 should read:

$$= OR(I3 > 500, K3 > 0.05)$$

#### The AND and OR Functions with the IF Function

We can also combine the AND and OR functions in conjunction with the IF function to output 0 for FALSE and 1 for TRUE. The syntax will be:

= IF (AND (LOGIC\_TEST\_1, [LOGIC\_TEST\_2],  $\cdots$ ), 1, 0)

## **Topic 4. Helper Columns**

In many scenarios, especially when dealing with multiple conditions, it's useful to employ what is known as a *helper column*. Please navigate to the HELPER sheet, which is essentially a copy of the AND\_OR sheet with two new columns. We will populate columns M and N with information that can assist us.

| A | В               | C         | D               | E              | F               | G       | н        |     | 1      | J        | K      | L | М                  | N                     | 0 | P                                       | Q | R                           | S |   |
|---|-----------------|-----------|-----------------|----------------|-----------------|---------|----------|-----|--------|----------|--------|---|--------------------|-----------------------|---|---|---|-----------------------------|---|---|
| 1 | Order ID        | Date      | Customer        | Sales Rep      | Category        | Item ID | Quantity | Rev | venue  | Profit   | Margin |   | Revenue<br>> \$500 | Profit Margin<br>> 5% |   | Revenue > 500 AND<br>Profit Margin > 5% |   | ae < 500 AND<br>Margin < 5% |   |   |
| 3 | ORD202309100001 | 9/10/2023 | John Smith      | Alice Johnson  | Electronics     | E123    | 14       | \$  | 742.16 | \$ 36.37 | 4.90%  |   |                    |                       |   | 6                                       | 6 | 0                           | 6 |   |
|   | ORD202309100002 | 9/10/2023 | Emily Davis     | Michael Wilson | Clothing        | C456    | 10       | \$  | 317.25 | \$ 26.65 | 8.40%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100003 | 9/10/2023 | Robert Brown    | Jessica Miller | Home Appliances | HA789   | 1        | \$  | 111.46 | \$ 3.90  | 3.50%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100004 | 9/9/2023  | Sarah Johnson   | David Smith    | Electronics     | E123    | 8        | \$  | 232.96 | \$ 19.57 | 8.40%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100005 | 9/9/2023  | James Wilson    | Jennifer White | Clothing        | C456    | 7        | \$  | 501.58 | \$ 24.58 | 4.90%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100006 | 9/8/2023  | Linda Davis     | Michael Wilson | Home Appliances | HA789   | 13       | \$  | 94.57  |          | 5.30%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100007 | 9/8/2023  | William Brown   | Alice Johnson  | Electronics     | E123    | 9        | \$  | 773.49 |          | 7.40%  |   |                    |                       |   |   |   |                             |   |   |
| 0 | ORD202309100008 | 9/7/2023  | Susan Johnson   | Jessica Miller | Clothing        | C456    | 8        | \$  | 83.67  |          | 8.20%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100009 | 9/7/2023  | Michael Smith   | David Smith    | Home Appliances | HA789   | 10       | \$  | 351.30 |          | 5.30%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100010 | 9/6/2023  | Olivia White    | Jennifer White | Electronics     | E123    | 5        | \$  | 685.80 |          | 3.70%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100011 | 9/6/2023  | Henry Davis     | Alice Johnson  | Clothing        | C456    | 5        | \$  | 561.59 |          | 9.90%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100012 | 9/5/2023  | Emily Johnson   | Michael Wilson | Home Appliances | HA789   | 11       | \$  | 714.00 | \$ 26.42 | 3.70%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100013 | 9/5/2023  | William Wilson  | Jessica Miller | Electronics     | E123    | 8        | \$  | 654.04 | \$ 27.47 | 4.20%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100014 | 9/4/2023  | Susan Davis     | David Smith    | Clothing        | C456    | 10       | \$  | 971.59 | \$ 43.72 | 4.50%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100015 | 9/4/2023  | James Brown     | Jennifer White | Home Appliances | HA789   | 8        | \$  | 724.91 | \$ 7.97  | 1.10%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100016 | 9/3/2023  | Linda Johnson   | Alice Johnson  | Electronics     | E123    | 6        | \$  | 189.02 | \$ 2.84  | 1.50%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100017 | 9/3/2023  | Robert Smith    | Michael Wilson | Clothing        | C456    | 4        | \$  | 957.49 | \$ 77.56 | 8.10%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100018 | 9/2/2023  | Sarah Davis     | Jessica Miller | Home Appliances | HA789   | 12       | \$  | 130.52 | \$ 10.31 | 7.90%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100019 | 9/2/2023  | Olivia Brown    | David Smith    | Electronics     | E123    | 12       | \$  | 877.39 | \$ 21.06 | 2.40%  |   |                    |                       |   |   |   |                             |   |   |
|   | ORD202309100020 | 9/1/2023  | Michael Wilson  | Jennifer White | Clothing        | C456    | 7        | \$  | 475.29 | \$ 15.21 | 3.20%  |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
|   |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
| в |                 |           |                 |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |
| < | > VLOOKUP       |           | OKUP DATA XI    |                | AND OR HELPER   | +       |          |     |        |          |        |   |                    |                       | _ |   |   |                             | _ | _ |
|   | - VLOOKOI_      | inter neo | onor_ontra i At |                |                 |         |          |     |        |          |        |   |                    |                       |   |   |   |                             |   |   |

Figure 9: The HELPER Sheet

In cells M3 and N3 of the HELPER sheet, we can utilize the IF function to create "indicator" variables indicating whether the revenue generated from the order exceeds \$500 and whether the profit margin was greater than 5%. You can use the following formulas to achieve the result shown in Figure 10:

M3:=IF(I3>500,1,0) N3:=IF(J3>0.05,1,0)

|    | В              | С         | D              | E              | F               | G       | н        |    | 1         | J      | K      | L | м                  | N                     | 0 | P                                      | Q | R | L I | S                             |
|----|----------------|-----------|----------------|----------------|-----------------|---------|----------|----|-----------|--------|--------|---|--------------------|-----------------------|---|--|---|---|-----|-------------------------------|
|    | Order ID       | Date      | Customer       | Sales Rep      | Category        | Item ID | Quantity | Re | venue     | Profit | Margin |   | Revenue<br>> \$500 | Profit Margin<br>> 5% |   | Revenue > 500 AN<br>Profit Margin > 59 |   |   |     | levenue < 500<br>rofit Margin |
| O  | RD202309100001 | 9/10/2023 | John Smith     | Alice Johnson  | Electronics     | E123    | 14       | \$ | 742.16    | 36.37  | 4.90%  |   | 1                  | 0                     |   | a contraction (Sector 2)               |   |   |     |                               |
| OF | RD202309100002 | 9/10/2023 | Emily Davis    | Michael Wilson | Clothing        | C456    | 10       | \$ | 317.25    | 26.65  | 8.40%  |   | 0                  | 1                     |   |  |   |   |     |                               |
| o  | RD202309100003 | 9/10/2023 | Robert Brown   | Jessica Miller | Home Appliances | HA789   | 1        | \$ | 111.46 \$ | 3.90   | 3.50%  |   | 0                  | 0                     |   |  |   |   |     |                               |
| OF | RD202309100004 | 9/9/2023  | Sarah Johnson  | David Smith    | Electronics     | E123    | 8        | \$ | 232.96    | 19.57  | 8.40%  |   | 0                  | 1                     |   |  |   |   |     |                               |
| OF | RD202309100005 | 9/9/2023  | James Wilson   | Jennifer White | Clothing        | C456    | 7        | \$ | 501.58    | 24.58  | 4.90%  |   | 1                  | 0                     |   |  |   |   |     |                               |
| O  | RD202309100006 | 9/8/2023  | Linda Davis    | Michael Wilson | Home Appliances | HA789   | 13       | \$ | 94.57 \$  | 5.01   | 5.30%  |   | 0                  | 1                     |   |  |   |   |     |                               |
| OF | RD202309100007 | 9/8/2023  | William Brown  | Alice Johnson  | Electronics     | E123    | 9        | \$ | 773.49    | 57.24  | 7.40%  |   | 1                  | 1                     |   |  |   |   |     |                               |
| OF | RD202309100008 | 9/7/2023  | Susan Johnson  | Jessica Miller | Clothing        | C456    | 8        | \$ | 83.67 \$  | 6.86   | 8.20%  |   | 0                  | 1                     |   |  |   |   |     |                               |
| OF | RD202309100009 | 9/7/2023  | Michael Smith  | David Smith    | Home Appliances | HA789   | 10       | \$ | 351.30    | 18.62  | 5.30%  |   | 0                  | 1                     |   |  |   |   |     |                               |
| 0  | RD202309100010 | 9/6/2023  | Olivia White   | Jennifer White | Electronics     | E123    | 5        | \$ | 685.80    | 25.37  | 3.70%  |   | 1                  | 0                     |   |  |   |   |     |                               |
| OF | RD202309100011 | 9/6/2023  | Henry Davis    | Alice Johnson  | Clothing        | C456    | 5        | \$ | 561.59    | 55.60  | 9.90%  |   | 1                  | 1                     |   |  |   |   |     |                               |
| OF | RD202309100012 | 9/5/2023  | Emily Johnson  | Michael Wilson | Home Appliances | HA789   | 11       | \$ | 714.00    | 26.42  | 3.70%  |   | 1                  | 0                     |   |  |   |   |     |                               |
| OF | RD202309100013 | 9/5/2023  | William Wilson | Jessica Miller | Electronics     | E123    | 8        | \$ | 654.04    | 27.47  | 4.20%  |   | 1                  | 0                     |   |  |   |   |     |                               |
| O  | RD202309100014 | 9/4/2023  | Susan Davis    | David Smith    | Clothing        | C456    | 10       | \$ | 971.59    | 43.72  | 4.50%  |   | 1                  | 0                     |   |  |   |   |     |                               |
| OF | RD202309100015 | 9/4/2023  | James Brown    | Jennifer White | Home Appliances | HA789   | 8        | \$ | 724.91 \$ | 7.97   | 1.10%  |   | 1                  | 0                     |   |  |   |   |     |                               |
| OF | RD202309100016 | 9/3/2023  | Linda Johnson  | Alice Johnson  | Electronics     | E123    | 6        | \$ | 189.02 \$ | 2.84   | 1.50%  |   | 0                  | 0                     |   |  |   |   |     |                               |
| OF | RD202309100017 | 9/3/2023  | Robert Smith   | Michael Wilson | Clothing        | C456    | 4        | \$ | 957.49    | 77.56  | 8.10%  |   | 1                  | 1                     |   |  |   |   |     |                               |
| or | RD202309100018 | 9/2/2023  | Sarah Davis    | Jessica Miller | Home Appliances | HA789   | 12       | s  | 130.52    | 10.31  | 7.90%  |   | 0                  | 1                     |   |  |   |   |     |                               |
| OF | RD202309100019 | 9/2/2023  | Olivia Brown   | David Smith    | Electronics     | E123    | 12       | s  | 877.39    | 21.06  | 2.40%  |   | 1                  | 0                     |   |  |   |   |     |                               |
| OF | RD202309100020 | 9/1/2023  | Michael Wilson | Jennifer White | Clothing        | C456    | 7        | Ś  | 475.29    | 15.21  | 3.20%  |   | 0                  | 0                     |   |  |   |   |     |                               |
|    |                |           |                |                |                 |         |          |    |           |        |        |   |                    |                       |   |  |   |   |     |                               |
|    | VLOOKUP        |           | OKUP DATA X    |                | AND OR HELPER   | +       |          |    |           |        |        |   | : .                |                       |   |  |   |   |     |                               |

Figure 10: Helper Columns Filled Out

Now that the helper columns are ready, filling out the original table becomes more straightforward. For example, consider cell P3, where we want to check if the order generates more than \$500 in revenue and also has a profit margin greater than 5%:

$$= IF(M3+N3=2,1,0)$$

The condition M3+N3=2 is met only when both the revenue and profit conditions are satisfied. Therefore, it's equivalent to using the AND function or writing out the slightly longer nested IF function.