

Quick Analysis Tools

The screenshot displays the Microsoft Excel interface with the Quick Analysis Tools ribbon active. The ribbon includes tabs for Formatting, Charts, Totals, Tables, and Sparklines. The 'Totals' tab is selected, showing options for Sum, Average, Count, % Total, Running..., and Sum. A 'Quick Analysis' tool is applied to a data range, showing a 'Totals gallery' with a summary of the data. The data table is as follows:

| House Cost | Down Payment | Amount Financed | Mortgage Rate |
|--------------------------|------------------|-----------------|---------------|
| \$ 425,750 | \$ 85,150 | \$ 340,600 | 3.625% |
| \$ 335,900 | \$ 67,180 | \$ 268,720 | 3.750% |
| \$ 315,500 | \$ 63,100 | \$ 252,400 | 3.625% |
| \$ 385,900 | \$ 77,180 | \$ 308,720 | 3.750% |
| \$ 329,900 | \$ 65,980 | \$ 263,920 | 3.750% |
| Average of column | \$ 71,718 | | |

Additional annotations in the image include: 'Name Box' pointing to the active cell address, 'Formula Bar' showing the formula, 'Filtered column' pointing to a column with a filter arrow, 'Sorted column' pointing to a column with a sort arrow, and 'Data Bars formatting' pointing to a data bar icon. A 'Quick Analysis' tool is also shown with a 'Statistics for selected range on status bar'.

Cell References

| Relative | Absolute | Mixed |
|--|---|---|
| Example: B16 | Example: \$B\$16 | Example: B\$16 or \$B16 |
| Reference to cell's location changes when the cell is copied or moved. | Reference to cell's location remains constant when a cell is copied or moved. | Reference to cell's location changes if row/column reference is relative; and remains constant if row/column reference is absolute. |

Function Syntax

Aggregate Functions:

- =MIN(Number or Range): Returns the minimum value in a range
- =MAX(Number or Range): Returns the maximum value in a range
- =SUM(Number or Range): Computes the total value of a range
- =AVERAGE(Number or Range): Computes the average value of a range
- =COUNT(Number or Range): Counts the number of values in a range

PMT Function: =PMT(Rate,Nper,PV)

- Rate: Periodic interest rate
- Nper: Number of payment periods
- PV: Total amount of loan

IF Function: =IF(Logical test, Value if true, Value if false)

- Logical test: Any value or expression that results in True or False
- Value if True: Displayed or calculated value if logical test is True
- Value if False: Displayed or calculated value if logical test is False

VLOOKUP Function: =VLOOKUP(Lookup value, Table array, Col index num)

- Lookup value: The value to be looked up; compared to values in the first column of the table array
- Table array: Table from which data are retrieved
- Col index num: The column number in the table array that contains the desired returned values