

Excel formulas list with examples in urdu

**** I. Unlocking Excel's Power in Urdu** A. The Ubiquity of Microsoft Excel B. Why Urdu Language Support is Crucial C. Scope of this Comprehensive Guide

II. Basic Excel Formulas: A Foundational Understanding A. SUM: Calculating the Aggregate B. AVERAGE: Determining the Mean C. COUNT: Enumerating Cells D. MAX & MIN: Identifying Extremes E. TODAY & NOW: Temporal Functions

III. Intermediate Excel Formulas: Enhancing Functionality A. IF Function: Conditional Logic B. VLOOKUP & HLOOKUP: Data Retrieval C. CONCATENATE: String Manipulation D. ROUND: Numerical Precision Adjustment E. Nested Functions: Combining Power

IV. Advanced Excel Formulas: Mastering Complex Tasks A. SUMIFS & COUNTIFS: Advanced Conditionals B. INDEX & MATCH: Superior Data Lookup C. OFFSET: Dynamic Cell Referencing D. TEXT Functions: Data Formatting E. Error Handling with IFERROR

V. Practical Applications & Real-World Examples (Urdu Illustrations) A. Example 1: Calculating Monthly Expenses B. Example 2: Analyzing Sales Data C. Example 3: Creating a Simple Budget D. Example 4: Tracking Inventory

VI. Conclusion: Your Journey to Excel Mastery in Urdu

Excel Formulas List with Examples in Urdu

I. Unlocking Excel's Power in Urdu A. *The Ubiquity of Microsoft Excel: Microsoft Excel remains the gold standard spreadsheet application, a ubiquitous tool across industries and for personal use. Its versatility is unparalleled.* B. *Why Urdu Language Support is Crucial: For many, navigating the intricacies of Excel proves challenging. Providing comprehensive guides in Urdu, the native language of millions, significantly reduces the learning curve and fosters inclusivity. This democratizes access to an essential skill.* C. *Scope of this Comprehensive Guide: This guide serves as a meticulous and exhaustive resource, covering essential, intermediate, and advanced formulas. Each formula's functionality will be elucidated with concise explanations and practical examples presented in both English and Urdu. This makes the guide accessible to a wider audience.*

II. Basic Excel Formulas: A Foundational Understanding A. **SUM: Calculating the Aggregate:** The `SUM` function, denoted by `=SUM(range)`, calculates the sum of numerical values within a specified range. For instance, `=SUM(A1:A10)` adds the numbers in cells A1 through A10. This is also useful to add numbers quickly. B. **AVERAGE: Determining the Mean:** The `AVERAGE` function, represented by `=AVERAGE(range)`, computes the arithmetic mean of a dataset - a fundamental statistical measure. Simplicity is its virtue: `=AVERAGE(B1:B15)` calculates the average of values in B1 to B15. C. **COUNT: Enumerating Cells:** The `COUNT` function, `=COUNT(range)`, tallies the number of cells containing numerical data within a defined range. This is not simply counting cells, but rather counting **numerical** values within specified cells. D. **MAX & MIN: Identifying Extremes:** The `MAX` and `MIN` functions, respectively, find the largest and smallest numerical values within a given range. These are commonly used for identifying peaks and troughs in data, as well as outliers and anomalies. E. **TODAY & NOW: Temporal Functions:** The `TODAY` function returns the current date, while `NOW` provides both the current date and time. These are invaluable for time-sensitive applications and data logging. They are powerful and incredibly useful.

III. Intermediate Excel Formulas: Enhancing Functionality A. **IF Function: Conditional Logic:** The `IF` function allows you to implement conditional logic - performing different actions based on whether a condition evaluates as true or false. Its syntax is straightforward: `=IF(condition, value_if_true, value_if_false)`. B. **VLOOKUP & HLOOKUP: Data Retrieval:** `VLOOKUP` (vertical lookup) and `HLOOKUP` (horizontal lookup) are pivotal for retrieving data from a table based on a specified key. Mastering these is crucial. These functions save significant

time and effort. C. **CONCATENATE: String Manipulation:** The `CONCATENATE` function joins multiple text strings into a single string. Simple yet powerful, it's essential for data aggregation and report generation. It is particularly useful when dealing with large datasets. D. **ROUND: Numerical Precision Adjustment:** The `ROUND` function rounds a number to a specified number of decimal places. Precision matters for accurate calculations and data presentation. This function is a valuable tool for data analysis. E. **Nested Functions: Combining Power:** Embedding one function within another, known as nesting, unlocks significant capabilities. This allows for complex operations to be performed in a single cell for improved efficiency and data management. IV. Advanced Excel Formulas: Mastering Complex Tasks

A. **SUMIFS & COUNTIFS: Advanced Conditionals:** `SUMIFS` and `COUNTIFS` extend the functionality of `SUM` and `COUNT` by allowing for multiple criteria. This enables sophisticated conditional aggregation and counting. They support multiple conditions for refined analysis. B. **INDEX & MATCH: Superior Data Lookup:** The combination of `INDEX` and `MATCH` offers a more flexible and robust alternative to `VLOOKUP` and `HLOOKUP`. This pairing facilitates powerful and reliable data retrieval. More efficient than `VLOOKUP`. C. **OFFSET: Dynamic Cell Referencing:** The `OFFSET` function enables dynamic cell referencing, allowing for the referencing of cells relative to another cell. It is crucial for creating dynamic and adaptable spreadsheets. Increases flexibility in data manipulation. D. **TEXT Functions: Data Formatting:** Excel's suite of text functions, including `LEFT`, `RIGHT`, `MID`, and `LEN`, allow for precise manipulation and formatting of text data. These functions are instrumental for refining text data. Essential for data cleaning and manipulation. E. **Error Handling with IFERROR:** The `IFERROR` function intercepts errors and returns an alternative value, thereby avoiding display of error messages improving data presentation. This is incredibly important for clean and professional-looking spreadsheets. This significantly improves user experience and provides cleaner output.

V. Practical Applications & Real-World Examples (Urdu Illustrations) A. **Example 1: Calculating Monthly Expenses:** (Urdu Example and explanation provided here). B. **Example 2: Analyzing Sales Data:** (Urdu Example and explanation provided here). C. **Example 3: Creating a Simple Budget:** (Urdu Example and explanation provided here). D. **Example 4: Tracking Inventory:** (Urdu Example and explanation provided here). VI. Conclusion: Your Journey to Excel Mastery in Urdu This guide provides a fundamental building block for mastering Excel formulas. By understanding and applying these techniques you can unlock Excel's full potential to streamline your workflow and bolster your analytical capabilities. The inclusion of Urdu examples will enable a wider audience to significantly improve their proficiency in Excel.

10 Catchy ** 1. Master Excel formulas! This guide provides an Excel formulas list with examples in Urdu. Learn now! 2. Unlock Excel's power! Our Excel formulas list with examples in Urdu simplifies data analysis. 3. Excel formulas made easy! Get our Excel formulas list with examples in Urdu. Boost your skills! 4. Excel formulas in Urdu? Yes! Learn with our comprehensive list and examples. 5. Learn Excel formulas in Urdu! This list with examples lets you leverage spreadsheet power. 6. Conquer Excel! Our list of Excel formulas with examples in Urdu is your ultimate resource. 7. From novice to pro! Explore our exhaustive Excel formulas list with examples in Urdu. 8. Excel formulas demystified! Our Urdu guide with examples takes complexity out of the equation. 9. Excel in Urdu? Yes! Learn key formulas with practical examples in our new guide. 10. Supercharge your spreadsheets! This Excel formulas list with examples in Urdu is your key.

Excel Formulas List with Examples in Urdu (Part 1)

Excel formulas are used to perform calculations and analyze data. They are written in a specific syntax and can be used to perform a wide range of operations. This list provides a comprehensive overview of the basic mathematical formulas available in Excel, along with examples of how to use them.

The formulas are categorized into four main groups: Arithmetic, Text, Date and Time, and Logical. Each group contains a list of formulas with their respective syntax and examples.

Basic Mathematical Formulas

This section covers the basic mathematical formulas used in Excel, including addition, subtraction, multiplication, and division.

1. SUM (SUM)

SUM is used to add a range of numbers. The syntax is as follows:

Syntax: =SUM(number1, [number2], ...)

Example: To add the values in cells A1 through A5, the formula would be: =SUM(A1:A5). This formula would return the sum of the values in those cells.

Other related formulas include SUMIF (sums cells based on a condition), SUMIFS (sums cells based on multiple conditions), and AVERAGE (calculates the average of a range of numbers).

2. AVERAGE (AVERAGE)

AVERAGE is used to calculate the average of a range of numbers. The syntax is as follows:

Syntax: =AVERAGE(number1, [number2], ...)

Example: To calculate the average of the values in cells C1 through C10, the formula would be: =AVERAGE(C1:C10).

3. MAX (MAX)

MAX is used to find the maximum value in a range of cells. The syntax is as follows:

Syntax: =MAX(number1, [number2], ...)

Example: To find the maximum value in the range D1:D20, the formula would be: =MAX(D1:D20).

4. MIN (MIN)

MIN is used to find the minimum value in a range of cells. The syntax is as follows:

공통값: =MIN(number1, [number2], ...)

예시: E1 ~ E15 범위에서 최소값 찾기
공통값: =MIN(E1:E15)

5. 곱셈 (PRODUCT)

PRODUCT 함수는 여러 수의 곱을 계산합니다.

공통값: =PRODUCT(number1, [number2], ...)

예시: A1, B1, C1의 곱을 계산
공통값: =PRODUCT(A1, B1, C1)

6. 셀 개수 (COUNT)

COUNT 함수는 범위에 있는 숫자 셀의 개수를 셉니다.

공통값: =COUNT(value1, [value2], ...)

예시: F1 ~ F100 범위에서 숫자 셀의 개수 찾기
공통값: =COUNT(F1:F100)

공통값: COUNTA 함수는 (숫자뿐만 아니라 텍스트) 셀의 개수를 셉니다.

텍스트 (Text) 함수

텍스트 함수는 텍스트를 결합, 추출, 변경하는 데 사용됩니다.

7. 텍스트 결합 (CONCATENATE 또는 &)

CONCATENATE 또는 & 기호를 사용하여 여러 텍스트를 결합합니다.

공통값: =CONCATENATE(text1, [text2], ...) 또는 =text1 & text2 & ...

예시: A1에 "Microsoft"가 있고 B1에 "Excel"이 있는 경우
공통값: =CONCATENATE(A1, " ", B1) 또는 =A1 & " " & B1

8. 텍스트 추출 (LEFT, RIGHT, MID)

LEFT, RIGHT, MID 함수는 텍스트의 일부를 추출합니다.

1. **LEFT:** 텍스트의 왼쪽에서부터 지정된 개수의 문자를 추출합니다.

공통값: =LEFT(text, [num_chars])

예시: A1에 "Microsoft Excel"이 있는 경우
공통값: =LEFT(A1, 7)은 "Microso"를 반환합니다.

2. **RIGHT:** 텍스트의 오른쪽에서부터 지정된 개수의 문자를 추출합니다.

공통값: =RIGHT(text, [num_chars])

예시: A1에 "Microsoft Excel"이 있는 경우
공통값: =RIGHT(A1, 5)은 "Excel"을 반환합니다.

"Excel" کیسے لکھی جائے

3. **MID:** کسی متن کے شروع سے کسی خاص نمبر تک کے اکرار کو الگ کر کے دیتا ہے۔
- مثلاً: =MID(text, start_num, num_chars)
- مثلاً: "Microsoft Excel" کے متن کے شروع سے 5 اکرار تک کے اکرار کو الگ کر کے دیتا ہے 10 اکرار: =MID(A1, 10, 5) کے متن کے "Excel" کیسے لکھی جائے

9. متن کے اکرار کو بڑا (UPPER, LOWER, PROPER)

کسی متن کے اکرار کو بڑا (UPPER) یا چھوٹا (LOWER) یا پہلا اکرار بڑا (PROPER) کر کے دیتا ہے۔

1. **UPPER:** کسی متن کے اکرار کو بڑا (Uppercase) کر کے دیتا ہے۔
- مثلاً: =UPPER("example text")result "EXAMPLE TEXT"
2. **LOWER:** کسی متن کے اکرار کو چھوٹا (Lowercase) کر کے دیتا ہے۔
- مثلاً: =LOWER("EXAMPLE TEXT")result "example text"
3. **PROPER:** کسی متن کے اکرار کو پہلا اکرار بڑا (Capitalize) کر کے دیتا ہے۔
- مثلاً: =PROPER("example text")result "Example Text"

10. متن کے اضافی اکرار کو ہٹا دینا (TRIM)

TRIM کسی متن کے اضافی اکرار کو ہٹا دیتا ہے۔

مثلاً: =TRIM(text)

مثلاً: A1 کے متن " Hello World " کے اضافی اکرار کو ہٹا دیتا ہے =TRIM(A1)result "Hello World" کے متن کے

تاریخ و وقت (Date and Time) کے اکرار

تاریخ و وقت کے اکرار کو دینے کے لیے TODAY اور NOW کے اکرار استعمال کیے جاتے ہیں۔

11. آج کی تاریخ (TODAY)

TODAY آج کی تاریخ کو دیتا ہے۔

مثلاً: =TODAY()

مثلاً: A1 کے متن =TODAY() کے آج کی تاریخ کو دیتا ہے

12. آج کی تاریخ و وقت (NOW)

NOW آج کی تاریخ و وقت کو دیتا ہے۔

مثلاً: =NOW()

مثلاً: =NOW() کے آج کی تاریخ و وقت کو دیتا ہے

13. DATE 日期函数 (DATE)

DATE 函数用于返回特定日期。其语法如下：

语法: =DATE(year, month, day)

例如，要返回 2023 年 12 月 25 日的日期，可以使用以下公式：

14. DATEDIF 日期差函数 (DATEDIF)

DATEDIF 函数用于计算两个日期之间的差值。其语法如下：

语法: =DATEDIF(start_date, end_date, unit)

其中，unit 参数指定了要返回的日期单位。支持的单位包括：

例如，要计算从 2020 年 1 月 1 日到 2023 年 12 月 25 日之间的天数，可以使用以下公式：

- 1. 计算天数: =DATEDIF(A1, B1, "Y") (3 年)
- 2. 计算月数: =DATEDIF(A1, B1, "M") (35 个月)
- 3. 计算天数: =DATEDIF(A1, B1, "D") (1454 天)

15. DAY, MONTH, YEAR 日期提取函数 (DAY, MONTH, YEAR)

DAY、MONTH 和 YEAR 函数分别用于提取日期的日、月和年部分。其语法如下：

- 1. DAY: 提取日期中的日部分。语法: =DAY(serial_number)
- 2. MONTH: 提取日期中的月部分。语法: =MONTH(serial_number)
- 3. YEAR: 提取日期中的年部分。语法: =YEAR(serial_number)

例如，要提取 2023 年 12 月 25 日中的日、月和年，可以使用以下公式：

- 1. =DAY(A1) result 25
- 2. =MONTH(A1) result 12
- 3. =YEAR(A1) result 2023

逻辑函数 (Logical) 函数

逻辑函数用于根据条件返回 TRUE 或 FALSE 值。常见的逻辑函数包括 IF、AND、OR 等。

16. IF 条件函数 (IF)

IF 函数根据指定的条件 (condition) 返回不同的值。其语法如下：

语法: =IF(logical_test, value_if_true, value_if_false)

例如，要判断 A1 单元格的值是否大于 60，如果是，则返回 "Pass"，否则返回 "Fail"，可以使用以下公式：

=IF(A1>60, "Pass", "Fail")

17. AND (AND)

AND کو دو یا دو سے زیادہ شرطیں دی جاسکتی ہیں۔ اگر سب شرطیں پوری ہوں تو TRUE ورنہ FALSE

مثلاً: =AND(logical1, [logical2], ...)

مثلاً: اگر A1 میں 50 سے زیادہ ہو اور B1 میں 70 سے زیادہ ہو تو TRUE ورنہ FALSE

=AND(A1>50, B1>70)

18. OR (OR)

OR کو دو یا دو سے زیادہ شرطیں دی جاسکتی ہیں۔ اگر کوئی ایک یا سب شرطیں پوری ہوں تو TRUE ورنہ FALSE

مثلاً: =OR(logical1, [logical2], ...)

مثلاً: اگر A1 میں 50 سے زیادہ ہو یا B1 میں 70 سے زیادہ ہو تو TRUE ورنہ FALSE

=OR(A1>50, B1>70)

19. IFERROR (IFERROR)

IFERROR کو دو حصوں میں تقسیم کیا جاتا ہے۔ پہلا حصہ (error) کو دیکھتا ہے کہ کوئی ت्रیبہ (error) آیا ہے یا نہیں۔ اگر کوئی ت्रیبہ (error) آیا ہے تو دوسرا حصہ (value) کو دیکھتا ہے کہ کوئی ت्रیبہ (error) آیا ہے یا نہیں۔

مثلاً: =IFERROR(value, value_if_error)

مثلاً: اگر A1 میں B1 سے تقسیم کرنے کا عمل ہو گا تو #DIV/0! ت्रیبہ (error) آئے گا۔ اس ت्रیبہ (error) کو دیکھ کر اسے "Division by zero not allowed" میں تبدیل کر دیا جائے گا۔

=IFERROR(A1/B1, "Division by zero not allowed")

20. VLOOKUP (Lookup) اور REFERENCE (Reference) فونکشنز

VLOOKUP کو دو حصوں میں تقسیم کیا جاتا ہے۔ پہلا حصہ (lookup_value) کو دیکھتا ہے کہ کوئی ت्रیبہ (error) آیا ہے یا نہیں۔ اگر کوئی ت्रیبہ (error) آیا ہے تو دوسرا حصہ (table_array) کو دیکھتا ہے کہ کوئی ت्रیبہ (error) آیا ہے یا نہیں۔

20. VLOOKUP

VLOOKUP کو دو حصوں میں تقسیم کیا جاتا ہے۔ پہلا حصہ (lookup_value) کو دیکھتا ہے کہ کوئی ت्रیبہ (error) آیا ہے یا نہیں۔ اگر کوئی ت्रیبہ (error) آیا ہے تو دوسرا حصہ (table_array) کو دیکھتا ہے کہ کوئی ت्रیبہ (error) آیا ہے یا نہیں۔

مثلاً: =VLOOKUP(lookup_value, table_array, col_index_num, [range_lookup])

مثلاً: اگر A2 میں B2:C10 میں 2 ویں ستون کی تلاش کی جائے گی تو TRUE ورنہ FALSE

مثلاً: اگر A2 میں B2:C10 میں 2 ویں ستون کی تلاش کی جائے گی تو TRUE ورنہ FALSE

=VLOOKUP(A2, B2:C10, 2, FALSE)

spreadsheet into an intuitive, accessible platform. This article presents a detailed yet accessible list of essential Excel formulas, explained in Urdu with practical examples to guide learners and professionals alike.

Foundational Arithmetic Formulas

At the heart of Excel lies a set of basic arithmetic functions that form the foundation for all data operations. Among these, SUM plays a vital role in adding values across a range—essential for totals in budgets or sales tracking. For instance, entering “=SUM(A1:A10)” adds all numbers from cell A1 to A10, instantly delivering the total. Similarly, AVERAGE computes the mean by dividing the sum of numbers by their count, a crucial tool for performance metrics or average scores. These formulas are indispensable for anyone managing financials or operational data.

Logical and Conditional Formulas

Excel’s logical functions empower users to make decisions within spreadsheets dynamically. IF stands out as a cornerstone: it evaluates a condition and returns one value if true, another if false. For example, “=IF(B2>100, “Over Budget”, “Within Budget”)” quickly flags financial thresholds. Nested IFs extend this capability for multi-condition checks, enabling sophisticated data validation. These tools are especially valuable in forecasting, where conditional outcomes guide next steps based on real-time inputs.

Text and String Manipulation

Handling textual data efficiently is another strength of Excel, supported by a suite of text functions. LEFT, RIGHT, and MID allow extraction of specific character segments—useful for parsing names, codes, or dates. CONCAT or the newer & operator combines multiple strings into one, enabling dynamic report generation. For instance, combining first and last names with “=CONCAT(A1, “ “, B1)” creates full names from separate columns. These formulas simplify data cleaning and formatting, making communication clearer in professional settings.

Date and Time Calculations

Managing timelines efficiently is critical in project management and scheduling, and Excel excels here through specialized date functions. TODAY returns the current date, while NOW includes time—ideal for tracking durations. DATEDIF calculates differences between dates in various intervals, such as years, months, or days, enabling precise timeline analysis. For example, “=DATEDIF(B2, TODAY(), “y”)” returns the number of full years since a given date, supporting deadline planning and milestone tracking.

Statistical and Financial Formulas

Excel’s strength in quantitative analysis is amplified by dedicated financial and statistical tools. NPV computes the net present value of cash flows, essential for investment decisions. PMT evaluates loan repayments, offering clarity in budget planning. Statistical formulas like STDEV and VAR calculate variance and standard deviation, critical for risk assessment and performance benchmarking. These functions transform raw data into actionable insights, supporting strategic financial modeling.

Benefits and Practical Applications

Using Excel formulas in Urdu not only enhances personal productivity but also bridges technical gaps in multilingual workplaces. The ability to apply formulas without relying on English terminology fosters confidence and accuracy in data handling. Whether managing household budgets, analyzing sales trends, or monitoring project timelines, these formulas reduce manual errors and accelerate decision-making. Their integration with pivot tables, charts, and macros further extends functionality, making Excel an indispensable asset across industries.

Future Outlook for Excel Formulas

As data ecosystems evolve, Excel continues to innovate by introducing smarter, more intuitive formula capabilities. Features like dynamic arrays and natural language input—where users type “Sum sales above \$1000” and Excel interprets it—signal a shift toward accessibility. While the core formulas remain foundational, upcoming enhancements promise to deepen integration with AI, enabling predictive analytics and automated insights directly within spreadsheets. For Urdu-speaking users, these advancements ensure that Excel remains relevant, empowering users to harness data with greater ease and precision. In conclusion, mastering Excel formulas in Urdu unlocks a world of analytical power. From simple sums to complex financial models, these tools form the backbone of data-driven success. Embracing them not only enhances professional competence but also fosters a deeper understanding of how data shapes informed decisions.

Excel Formulas List with Examples in Urdu (فارمولا :فارمولا کے کچھ مثالیں فارمولا کے کچھ مثالیں فارمولا کے کچھ مثالیں)

Microsoft Excel spreadsheet software is a powerful tool that can be used for a wide range of tasks, from simple calculations to complex data analysis. At the heart of Excel's power are its formulas, which allow users to perform calculations, manipulate data, and automate tasks. For Urdu-speaking users, understanding these formulas in their native language is crucial for effective utilization. This comprehensive guide provides an extensive list of essential Excel formulas with clear, step-by-step examples in Urdu, making it accessible for beginners and advanced users alike. We'll explore common spreadsheet functions, their syntax, and practical applications, ensuring you can leverage the full potential of Excel for your personal and professional needs.

Excel Formulas: A Foundation for Data Management

(فارمولا کے کچھ مثالیں فارمولا :فارمولا کے کچھ مثالیں فارمولا کے کچھ مثالیں)

Excel formulas are instructions that perform calculations on values in your spreadsheet. They begin with an equals sign (=) followed by the formula itself. This could be a simple arithmetic operation, a reference to another cell, or a complex function that performs a specific task. Mastering these formulas is not just about memorizing them; it's about understanding how they can be applied to solve

real-world problems. In Pakistan and other Urdu-speaking regions, Excel is widely used in business, education, and personal finance, making this knowledge invaluable. We will cover a spectrum of Excel functions, from basic arithmetic to advanced statistical and logical operations, all explained in Urdu with practical examples.

Keywords: Excel formulas in Urdu, Excel functions list, Excel math formulas, Excel text formulas, Excel lookup formulas, Excel financial formulas, Excel date and time formulas, Excel statistical formulas, Microsoft Excel guide Urdu, spreadsheet formulas Urdu, data analysis Excel Urdu.

Basic Arithmetic Formulas (اساسی حسابی فارمولے)

These are the most fundamental formulas in Excel, used for everyday calculations. They involve operators like addition, subtraction, multiplication, and division.

Addition (جمع): SUM Formula

The SUM function adds all the numbers in a range of cells. It's one of the most frequently used Excel functions.

Syntax: =SUM(number1, [number2], ...)

Urdu Explanation: اس فارمولا کا استعمال کرتے ہوئے ایک یا زیادہ سیلز کے نمبرز کو جمع کیا جاتا ہے۔

Example:

فرض کریں کہ A1 سے A5 کے سیلز میں نمبرز درج ہیں۔ ان کے مجموعے کو جاننا۔

=SUM(A1:A5)

Practical Use: To calculate total sales, total expenses, or the sum of scores.

Subtraction (تفریق): Basic Operators

Subtraction is performed using the minus sign (-). You can subtract individual cells or values.

Syntax: =cell1 - cell2

Urdu Explanation: اس فارمولا کا استعمال کرتے ہوئے ایک سیل کے نمبر سے دوسرے سیل کے نمبر کو منہا کیا جاتا ہے۔

Example:

فرض کریں کہ B1 میں 10 ہے اور B2 میں 3 ہے۔ ان کا فرق جاننا۔

=B1 - B2

Practical Use: Calculating profit (Revenue - Expenses), finding the difference between two quantities.

Multiplication (ضرب): Product Formula

The PRODUCT function multiplies all the numbers in a range of cells. You can also use the asterisk (*) operator.

Syntax: =PRODUCT(number1, [number2], ...)

Urdu Explanation: اس فارمولا کا استعمال کرتے ہوئے ایک یا زیادہ سیلز کے نمبرز کو ضرب دیا جاتا ہے۔

Example:

فرض کریں کہ C1 میں قیمت اور C3 میں مقدار دی گئی ہے۔

=PRODUCT(C1:C3)

Or using the asterisk operator:

=C1 * C2 * C3

Practical Use: Calculating the total cost of multiple items (Quantity * Price), compound interest calculations.

Division (تقسیم): Basic Operators

Division is performed using the forward slash (/).

Syntax: =number1 / number2

Urdu Explanation: دو نمبرز کے درمیان تقسیم کرنے کے لیے دو نمبرز کے درمیان (/) کا استعمال کریں۔

Example:

فرض کریں کہ D1 میں مجموعہ اور D2 میں شمار (Count) دی گئی ہے۔

=D1 / D2

Practical Use: Calculating averages (Sum / Count), finding per-unit costs, converting currencies.

Logical Formulas (منطقی فارمولے)

Logical formulas allow you to perform conditional tests and return different values based on the results. They are essential for decision-making within your spreadsheets.

IF Formula (IF فارمولا)

The IF function checks whether a condition is met and returns one value if TRUE and another value if FALSE.

Syntax: =IF(logical_test, value_if_true, value_if_false)

Urdu Explanation: IF فارمولا منطقی ٹیسٹ (logical_test) کو جانچتا ہے کہ آیا یہ TRUE ہے یا FALSE ہے۔ اگر TRUE ہے تو پہلا نتیجہ (value_if_true) ورنہ دوسرا نتیجہ (value_if_false) واپس آئے گا۔

Example:

فرض کریں کہ E1 میں ایک نمبر ہے۔ اگر یہ 50 سے زیادہ ہے تو "فیل" ورنہ "پاس" واپس آئے گا۔

=IF(E1>50, "فیل", "پاس")

Practical Use: Grading students, flagging overdue payments, categorizing data based on criteria.

AND Formula (AND فارمولا)

The AND function returns TRUE if all its arguments are TRUE; it returns FALSE otherwise.

Syntax: =AND(logical1, [logical2], ...)

Urdu Explanation: یہی فارمولا دہے دے دے دے دے دے دے دے دے دے دے دے (arguments) دے دے (TRUE) دے دے دے دے دے دے دے دے دے دے TRUE دے دے FALSE

Example:

دے دے دے دے F1 دے دے دے دے دے دے دے 10 دے دے دے F2 دے دے دے دے 20 دے دے دے
=AND(F1>10, F2<20)

Practical Use: Combining multiple conditions to determine eligibility or status.

OR Formula (دے دے دے دے دے)

The OR function returns TRUE if any of its arguments are TRUE; it returns FALSE if all arguments are FALSE.

Syntax: =OR(logical1, [logical2], ...)

Urdu Explanation: یہی فارمولا دے دے دے دے دے دے دے دے دے دے (argument) دے دے (TRUE) دے دے دے دے دے دے دے TRUE دے دے FALSE

Example:

دے دے دے دے G1 دے دے دے دے دے 100 دے دے دے G2 دے دے دے 50 دے دے دے
=OR(G1>100, G2<50)

Practical Use: Identifying records that meet at least one of several criteria.

NOT Formula (دے دے دے دے دے)

The NOT function reverses the logical value of its argument. It returns FALSE if the argument is TRUE, and TRUE if the argument is FALSE.

Syntax: =NOT(logical)

Urdu Explanation: دے دے دے دے دے دے دے دے دے TRUE دے دے FALSE دے دے دے FALSE دے دے TRUE دے دے دے

Example:

دے دے H1 دے دے دے 0 دے دے دے TRUE دے دے دے
=NOT(H1=0)

Practical Use: Negating a condition, useful when you need to find values that *don't* meet a certain criterion.

Text Formulas (دے دے دے دے دے)

These formulas manipulate text strings, allowing you to combine, extract, or modify text in your cells.

CONCATENATE or CONCAT Formula (دے دے دے دے دے)

The CONCATENATE function joins two or more text strings into one. CONCAT is the newer, more streamlined version.

Syntax: =CONCATENATE(text1, [text2], ...)

Urdu Explanation: I1 اور I2 کے درمیان میں خلا کو ملا کر I1I2 کے طور پر دیکھنا

Example:

I1 میں خلا " " اور I2 کے درمیان میں خلا کو ملا کر I1I2 کے طور پر دیکھنا
=CONCATENATE(I1, " ", I2)

Or using the ampersand (&) operator:

=I1 & " " & I2

Practical Use: Combining first and last names, creating full addresses from separate components.

LEFT Formula (پہلے سے کچھ لے کر)

The LEFT function returns the specified number of characters from the beginning (left side) of a text string.

Syntax: =LEFT(text, [num_chars])

Urdu Explanation: I1 میں سے پہلے سے 3 حروف کو لے کر "Pak" کے طور پر دیکھنا
=LEFT(I1, 3)

Example:

J1 میں "Pakistan" کے پہلے سے 3 حروف کو لے کر "Pak" کے طور پر دیکھنا
=LEFT(J1, 3)

Result: "Pak"

Practical Use: Extracting the first few characters of a code, extracting area codes from phone numbers.

RIGHT Formula (آخر سے کچھ لے کر)

The RIGHT function returns the specified number of characters from the end (right side) of a text string.

Syntax: =RIGHT(text, [num_chars])

Urdu Explanation: K1 میں سے آخر سے 5 حروف کو لے کر "abad" کے طور پر دیکھنا
=RIGHT(K1, 5)

Example:

K1 میں "Islamabad" کے آخر سے 5 حروف کو لے کر "abad" کے طور پر دیکھنا
=RIGHT(K1, 5)

Result: "abad"

Practical Use: Extracting the last few digits of an ID, extracting file extensions.

LEN Formula (متن کی لمبائی)

The LEN function returns the number of characters in a text string.

Syntax: =LEN(text)

Urdu Explanation: یہی فارمولا دیکھتا ہے کہ متن میں کتنے سپیس (spaces) ہیں۔

Example:

فہرست میں L1 میں "Excel Formulas" فارمولا دیکھتا ہے کہ متن میں کتنے سپیس ہیں۔

=LEN(L1)

Result: 13 (including the space)

Practical Use: Validating input lengths, analyzing text patterns.

UPPER, LOWER, PROPER Formulas (متن کی صورت تبدیل کرنے کے لیے)

These functions change the case of text.

1. UPPER: Converts text to all uppercase.
2. LOWER: Converts text to all lowercase.
3. PROPER: Converts text to proper case (first letter of each word is uppercase).

Syntax:

1. =UPPER(text)
2. =LOWER(text)
3. =PROPER(text)

Urdu Explanation:

1. UPPER: متن کو تمام بڑی حروف (Uppercase) میں تبدیل کرتا ہے۔
2. LOWER: متن کو تمام چھوٹی حروف (Lowercase) میں تبدیل کرتا ہے۔
3. PROPER: متن کو صحیح صورت (Uppercase) میں تبدیل کرتا ہے (پہلا حرف بڑا، باقی چھوٹے)۔

Example:

فہرست میں M1 میں "eXcel GuIdE" کی صورت تبدیل کریں:

1. `=UPPER(M1)` will return "EXCEL GUIDE"
2. `=LOWER(M1)` will return "excel guide"
3. `=PROPER(M1)` will return "Excel Guide"

Practical Use: Standardizing text entries for consistency, ensuring proper capitalization in names or titles.

Lookup & Reference Formulas (تلاش اور حوالہ دہ فارمولے)

These formulas are used to find specific information within your data or to create references to other parts of your spreadsheet or even other workbooks.

VLOOKUP Formula (تلاش کے لیے)

The VLOOKUP function searches for a value in the first column of a table array and returns a value in the same row from a specified column.

Syntax: =VLOOKUP(lookup_value, table_array, col_index_num, [range_lookup])

Urdu Explanation: یہی وہی فارمولا ہے جو VLOOKUP جیسا کہ پہلے دیکھا گیا ہے۔ یہ ایک جدول میں سے ایک خاص صفحہ کی تلاش کرتا ہے اور اس کی پہلی صفحہ میں سے ایک خاص ستون کی قیمت کو واپس دیتا ہے۔

Example:

فرض کریں کہ ایک جدول A1:C10 میں ہے جس میں پہلی صفحہ (A) میں ID (دوسری صفحہ (B) میں قیمتیں (C) میں نام ہیں۔ D1 میں ایک خاص ID ہے جس کی قیمت ہم تلاش کرنے کے لیے ہیں۔ E1 میں ہم یہ فارمولا دے رہے ہیں:

=VLOOKUP(D1, A1:C10, 3, FALSE)

Practical Use: Finding product prices, looking up employee details, matching data between two tables.

HLOOKUP Formula (پہلی صفحہ میں سے ایک خاص ستون کی قیمت کو واپس دینا)

The HLOOKUP function searches for a value in the top row of a table array and returns a value in the same column from a specified row.

Syntax: =HLOOKUP(lookup_value, table_array, row_index_num, [range_lookup])

Urdu Explanation: یہ فارمولا ایک جدول میں سے ایک خاص صفحہ کی تلاش کرتا ہے اور اس کی پہلی صفحہ میں سے ایک خاص ستون کی قیمت کو واپس دیتا ہے۔

Example:

فرض کریں کہ ایک جدول A1:E3 میں ہے جس میں پہلی صفحہ (A) میں ID (دوسری صفحہ (B) میں قیمتیں (C) میں نام ہیں۔ D1 میں ایک خاص ID ہے جس کی قیمت ہم تلاش کرنے کے لیے ہیں۔ E1 میں ہم یہ فارمولا دے رہے ہیں:

=HLOOKUP(F1, A1:E3, 3, FALSE)

Practical Use: Similar to VLOOKUP but for data arranged horizontally.

INDEX and MATCH Formulas (پہلی صفحہ میں سے ایک خاص ستون کی قیمت کو واپس دینا)

These are often used together to create more flexible lookup solutions than VLOOKUP or HLOOKUP.

- INDEX:** Returns the value of a cell at the intersection of a particular row and column in a given range.
- MATCH:** Returns the relative position of an item in a range that matches a specified value.

Syntax:

- INDEX(array, row_num, [column_num])
- MATCH(lookup_value, lookup_array, [match_type])

Urdu Explanation:

- INDEX: ایک خاص صفحہ کی تلاش کرتا ہے اور اس کی پہلی صفحہ میں سے ایک خاص ستون کی قیمت کو واپس دیتا ہے۔
- MATCH: ایک خاص صفحہ کی تلاش کرتا ہے اور اس کی پہلی صفحہ میں سے ایک خاص ستون کی قیمت کو واپس دیتا ہے۔

Combined Example: To find the price of a product (similar to VLOOKUP):

=INDEX(B1:C10, MATCH(D1, A1:A10, 0), 2)

This finds the row number of the product ID in column A (using MATCH) and then returns the value from the second column (price) in that row (using INDEX).

Practical Use: More powerful and flexible lookups, especially when the lookup column is not the first column.

Date & Time Formulas (تاریخ و وقت کے فارمولے)

These formulas help you work with dates and times, perform calculations, and extract specific components.

TODAY Formula (آج کی تاریخ کا فارمولا)

The TODAY function returns the current date. It does not take any arguments.

Syntax: =TODAY()

Urdu Explanation: آج کی تاریخ کو برقرار رکھنے کے لیے استعمال کیا جاتا ہے۔

Example:

=TODAY()

Practical Use: Always displaying the current date, calculating days remaining until a deadline.

NOW Formula (تاریخ و وقت کا فارمولا)

The NOW function returns the current date and time. It does not take any arguments.

Syntax: =NOW()

Urdu Explanation: آج کی تاریخ و وقت کو برقرار رکھنے کے لیے استعمال کیا جاتا ہے۔

Example:

=NOW()

Practical Use: Timestamping entries, tracking durations.

DATEDIF Formula (تاریخوں کے درمیان فرق کا فارمولا)

The DATEDIF function calculates the difference between two dates in years, months, or days. (Note: This is an undocumented function in some Excel versions but widely functional).

Syntax: =DATEDIF(start_date, end_date, unit)

Urdu Explanation: دو تاریخوں کے درمیان فرق کو سالوں، ماہوں یا دنوں میں حساب کرنے کے لیے استعمال کیا جاتا ہے۔

Example:

فرض کریں کہ P1 تاریخ 1/1/2020 ہے اور P2 تاریخ 1/1/2022 ہے۔

1. Years: `=DATEDIF(P1, P2, "Y")`
2. Months: `=DATEDIF(P1, P2, "M")`
3. Days: `=DATEDIF(P1, P2, "D")`

Practical Use: Calculating age, loan terms, project durations.

Statistical Formulas (□□□□□□□ □□□□□□□)

These formulas are used for statistical analysis, helping you understand the distribution and central tendency of your data.

AVERAGE Formula (Average of 3 Numbers)

The AVERAGE function calculates the arithmetic mean of its arguments.

Syntax: =AVERAGE(number1, [number2], ...)

Urdu Explanation: $\frac{a+b+c}{3}$ کو $\frac{\text{sum of numbers}}{\text{count of numbers}}$ (arithmetic mean) کے طور پر سمجھا جاتا ہے۔

Example:

□□□ □□□ Q1 □□ Q5 □□□□□ □□□□□ □□□□ □□ □□ □□ □□□□ □□□□□ □□

=AVERAGE(Q1:Q5)

Practical Use: Calculating average scores, average sales, average performance metrics.

COUNT Formula (Counting Numbers in a Range)

The COUNT function counts the number of cells in a range that contain numbers.

Syntax: =COUNT(value1, [value2], ...)

Urdu Explanation: اس سوال میں ہمیں دو جملے دیے گئے ہیں۔ پہلا جملہ ہے "The cat sat on the mat." اور دوسرا جملہ ہے "The dog ran in the park." ہمارے کام یہ ہے کہ ان جملوں میں سے صحیح فعل (Verb) کو منتخب کریں۔ پہلے جملے میں "sat" (بیٹھا) صحیح فعل ہے کیونکہ یہ "The cat" کے ساتھ مل کر کام کرتا ہے۔ دوسرے جملے میں "ran" (دوڑا) صحیح فعل ہے کیونکہ یہ "The dog" کے ساتھ مل کر کام کرتا ہے۔

Example:

0000 0000 R1 00 R10 00 0000 0000 000000 0000 00 0000 000000 0000 0000 0000 000000 0000 0000 0000 0000 00
000000 000000 000000

=COUNT(R1:R10)

Practical Use: Counting the number of data points, determining the number of numeric entries.

COUNTA Formula (Counting Empty Cells)

The COUNTA function counts the number of cells in a range that are not empty.

Syntax: =COUNTA(value1, [value2], ...)

[illegible]

Example:

S1 S10

=COUNTA(S1:S10)

Practical Use: Counting the number of completed entries, tracking the number of records.

MAX and MIN Formulas (□□□□□□□□ □□ □□ □□ □□□□ □□ □□□□)

The MAX function returns the largest value in a set of values, and the MIN function returns the

smallest value.

Syntax:

1. =MAX(number1, [number2], ...)
2. =MIN(number1, [number2], ...)

Urdu Explanation:

1. MAX: اس فارمولا کو استعمال کرتے ہوئے اس رینج میں سے سب سے زیادہ نمبر کو دیتا ہے
2. MIN: اس فارمولا کو استعمال کرتے ہوئے اس رینج میں سے سب سے کم نمبر کو دیتا ہے

Example:

اس مثال میں T1 سے T10 کے درمیان سے سب سے زیادہ اور سب سے کم نمبر کو دیتا ہے:

1. Maximum Sales: `=MAX(T1:T10)`
2. Minimum Sales: `=MIN(T1:T10)`

Practical Use: Finding the highest/lowest scores, maximum/minimum temperatures, highest/lowest prices.

Financial Formulas (مالیاتی فارمولے)

Excel offers a suite of powerful financial functions for calculations related to loans, investments, and business finance.

PMT Formula (قرض کی ادائیگی)

The PMT function calculates the payment for a loan based on constant payments and a constant interest rate.

Syntax: =PMT(rate, nper, pv, [fv], [type])

Urdu Explanation: اس فارمولا کو استعمال کرتے ہوئے قرض کی ادائیگی کی مقدار کا حساب لگایا جاتا ہے۔ اس میں شرح سود، ادائیگیوں کی تعداد، اصل قیمت، [مستقبل کی قیمت]، [ادائیگیوں کی نوعیت] شامل ہیں۔

Example:

اس مثال میں ہم 100,000 روپے کی قرض پر 5 سالوں میں 10% شرح سود پر ہر ماہ کی ادائیگی کی مقدار کا حساب لگاتے ہیں۔

=PMT(0.10/12, 5*12, 100000)

Practical Use: Calculating mortgage payments, car loan installments, personal loan repayments.

FV Formula (مستقبل کی قیمت)

The FV function returns the future value of an investment based on periodic, constant payments and a constant interest rate.

Syntax: =FV(rate, nper, pmt, [pv], [type])

Urdu Explanation: اس فارمولا کو استعمال کرتے ہوئے سرمایہ کاری کی مستقبل کی قیمت کا حساب لگایا جاتا ہے۔ اس میں شرح سود، ادائیگیوں کی تعداد، ادائیگی کی مقدار، [مستقبل کی قیمت]، [ادائیگیوں کی نوعیت] شامل ہیں۔

Example:

اسی طرح 5 سالہ 5000 روپے پر 8 فیصد سالانہ سود کے ساتھ 5 سال بعد کی قیمت کا حساب لگانا۔

=FV(0.08/12, 5*12, -5000)

Practical Use: Projecting savings, retirement planning, investment growth calculations.

Conclusion (نتیجہ)

This extensive list covers many of the most commonly used Excel formulas with examples in Urdu. By understanding and applying these functions, you can significantly enhance your productivity and efficiency when working with spreadsheets. Whether you are performing basic calculations, analyzing complex data, or managing financial information, Excel formulas are your key to unlocking its full potential. We encourage you to practice these formulas with your own data and explore further the vast capabilities of Microsoft Excel. Remember that consistent practice is the best way to become proficient in using these powerful tools.

Additional LSI Keywords: Microsoft Excel tutorial Urdu, Excel basics Urdu, advanced Excel formulas Urdu, Excel tips and tricks Urdu, spreadsheet software Urdu, data analysis tools, quantitative analysis Excel.

Most people do not set out with the intention of downloading a book. Usually, it starts with a small need. A question that lingers longer than expected, a topic that keeps appearing in conversations, or a moment when surface-level information simply is not enough. That is often when **Excel Formulas List With Examples In Urdu** enters the picture.

At first, the goal might be modest. Read a chapter. Find one useful explanation. Move on. But having the book available in PDF format quietly changes that intention. There is no rush to finish, no pressure to read everything at once. The book sits there, ready, waiting for attention.

Reading begins to happen in fragments. A few pages in the morning while the day is still quiet. A bookmarked section checked again in the afternoon. A highlighted paragraph revisited at night because it suddenly makes more sense. These moments do not feel like formal study. They feel natural.

The layout remains familiar every time the file is opened. Pages look the same, headings stay where they were, and visual cues help the mind remember. Over time, readers stop searching and start navigating instinctively.

Notes appear almost without effort. A sentence stands out, so it gets highlighted. A thought forms, so it gets written in the margin. Weeks later, those notes feel like messages left behind by an earlier version of the reader.

Search tools quietly save time. Instead of flipping through pages or scrolling endlessly, one keyword brings clarity. It turns the book into something useful long after the first read.

There is also a sense of relief in knowing the source is trustworthy. When a book comes from a reliable platform, attention stays on understanding, not on questioning accuracy or safety.

For students, this kind of access feels stabilizing. Materials are always there, even when schedules are chaotic. Studying becomes less about urgency and more about familiarity.

Professionals experience it differently. Certain sections become references. Others gain meaning only after real-world experience catches up. The book grows alongside the reader.

Independent learners often appreciate the absence of structure. There is no deadline, no checklist. Progress happens when curiosity returns, not when it is demanded.

Accessibility options quietly matter. Adjusting text size, using reading tools, or switching devices makes the experience more comfortable without drawing attention to itself.

Files stay organized. Even after months, returning does not feel like starting over. The content feels known, not overwhelming.

What stands out over time is how the relationship changes. **Excel Formulas List With Examples In Urdu** stops feeling like a file that was downloaded. It becomes something familiar, something useful in quiet ways.

Sometimes, a passage read long ago suddenly feels relevant. A concept that once seemed abstract now makes sense. Growth shows itself in these small moments.

Reading no longer feels like an obligation. It becomes something to return to when clarity is needed or curiosity resurfaces.

In this way, learning slips into everyday life without announcement. The book does not demand attention. It simply remains available.

And often, that quiet availability is what makes it valuable. Knowledge does not have to be chased when it is already close at hand.

Questions & Answers About excel formulas list with examples in urdu

No	Question	Answer
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2	میں نے ایک Excel فائل میں SUM فارمولا استعمال کیا ہے۔ لیکن میں نہیں جانتا کہ اس کا نام کیا ہے۔	SUM فارمولا ایک فارمولا ہے جس کا نام SUM ہے۔ اس کا استعمال کرنے کے لیے آپ کو 'range' کے نام سے ایک فارمولا دینا ہے۔ =SUM(A1:A10) اس کا مطلب ہے کہ A1 سے A10 تک کے تمام فارمولوں کو جمع کیا جائے گا۔

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