



Microsoft 365 Modern Excel Functions

Course Description: This course will introduce you to the power of new, modern functions available in Microsoft 365 Excel. These new functions can return multiple results to a range of cells based on one formula. One formula, many answers.

You can now write a single formula, hit the enter key and get a multitude of answers returned (or “*spilled*”) to the sheet’s grid. These new functions allow you to build more capable spreadsheets, faster, with fewer formulas and less chance of error.

Duration: Instructor-led, group-paced, classroom-delivery learning model with structured hands-on activities – 7 hours (1 day).

Course Objectives: Understand the new Excel calculation engine for use with these new functions and how older (*i.e., legacy*) functions operate in the new environment.

Upon successful completion of this course, students will be able to:

- Understand the new Excel Dynamic Array calculation engine
- Utilize the new Dynamic Array functions
- Understand Spill Ranges (*Spilled Arrays*)
- Understand compatibility with other versions of Excel (*non-Office 365 installations*)
- Work with Legacy Excel functions using the new Dynamic Array Calculation Engine

Prerequisites: Excel levels 1 & 2 or comparable Excel experience)

Course Outline

<p>Dynamic Array Function Overview</p> <ul style="list-style-type: none">• Understanding the new Calculation Engine• Introduction to Spill Ranges (<i>Spilled Arrays</i>)• Spill Range interference issues (<i>troubleshooting</i>)• Restricting results using the @ Symbol <p>New Dynamic Array Functions</p> <ul style="list-style-type: none">• TRANSPOSE• SORT• SORTBY• UNIQUE• FILTER• RANDARRAY• SEQUENCE• XLOOKUP• XMATCH	<p>Compatibility with non-Office 365 Excel Versions</p> <ul style="list-style-type: none">• Impact on legacy Excel formulas• Backward & Forward Compatibility <p>Spill Range Operation</p> <ul style="list-style-type: none">• Absolute, Relative, & Mixed Cell Referencing• Referencing Spilled Data Ranges <p>DA Functions Working with Other Excel Functions</p> <ul style="list-style-type: none">• Integrating Logical functions (AND / OR)• Using formula result in Conditional Formatting logic• Top/Bottom Reports using LARGE / SMALL• Using functions previously dependent on older array syntax notation (<i>CTRL-Shift-Enter</i>)
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