

Excel Formulas List With Examples In Urdu

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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(range)` 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(range)` 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(range)` 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.

ایکسل فارمولا لسٹ: مثالوں کے ساتھ مکمل گائیڈ (اردو میں)

مائیکروسافٹ ایکسل آج کی دنیا میں ڈیٹا مینجمنٹ اور تجزیہ کا ایک لازمی حصہ بن چکا ہے۔ آپ طالب علم، ایک پیشہ ور فرد، یا اپنا کاروبار چلا رہے ہوں، ایکسل کے فارمولا آپ کے کام کو بہت آسان بنا سکتے ہیں۔ لیکن اکثر اوقات، اتنے سارے فارمولا دیکھ کر الجھن پیدا ہو سکتی ہے۔ آج، ہم آپ کے لیے لائن میں ایک جامع ایکسل فارمولا لسٹ جو آپ کی مدد کرے گی ایکسل کو مؤثر طریقہ سے استعمال کرنے میں ہم پر فارمولا کو آسان اردو زبان میں مثالوں کے ساتھ سمجھائیں گے تاکہ آپ انہیں آسانی سے اپنی روزمرہ کی زندگی میں شامل کر سکیں۔

اس آرٹیکل میں، ہم بنیادی سے لے کر جدید تک مختلف قسم کے ایکسل فارمولا فارمولا، (text) کا احاطہ کریں گے، جن میں بنیادی ریاضی کے آپریشنز، متن فارمولا، اور ڈیٹا (logical) فارمولا، منطقی (date and time) تاریخ اور وقت کے فارمولا شامل ہیں۔ تو، چلو شروع کرتے ہیں اس (lookup) کی تلاش! دلچسپ سفر کا

Basic (بنیادی ریاضیاتی فارمولا Mathematical Formulas)

ایکسل میں سب سے زیادہ استعمال ہونے والے فارمولا بنیادی ریاضیاتی آپریشنز کے لیے ہوتے ہیں۔ یہ فارمولا آپ کو جمع، تفریق، ضرب، اور تقسیم کرنے میں

مدد دیتے ہیں

1. جمع (SUM)

فارمولا ایک سے زیادہ سیلز میں موجود اعداد کو جمع کرنے کے لیے SUM استعمال ہوتا ہے

ترکیب =SUM(number1, [number2], ...)

تک مختلف اعداد ہیں اور آپ A5 سے A1 مثال: فرض کریں آپ کے پاس سیلز میں 5 فارمولا لکھیں B1 میں نکالنا چاہتے ہیں آپ B1 ان کا مجموعہ سیل کے تمام اعداد کو جمع کر A5 اور A1، A2، A3، A4، A5 =SUM(A1:A5) کے گ: دے گا

متعدد SUMIFS, (شرط کے ساتھ جمع) SUMIF: ان سے متعلق فارمولا (شرائط کے ساتھ جمع)

2. اوسط (AVERAGE)

نکالنے کے (middle value) فارمولا ایک سے زیادہ اعداد کا اوسط AVERAGE لینے استعمال ہوتا ہے

ترکیب =AVERAGE(number1, [number2], ...)

تک کے نمبروں کا اوسط نکالنا چاہتے ہیں، تو C10 سے C1 مثال: اگر آپ سیلز =AVERAGE(C1:C10) کسی خالی سیل میں لکھیں

3. سب سے بڑا عدد (MAX)

فارمولا ایک رینج میں سے سب سے بڑا عدد تلاش کرنے کے لیے استعمال MAX ہوتا ہے

ترکیب =MAX(number1, [number2], ...)

میں سے سب سے بڑا نمبر معلوم کرنے کے لیے D20 سے D1 مثال: سیلز
=MAX(D1:D20)

4. (MIN) سب سے چھوٹا عدد

فارمولا ایک رینج میں سے سب سے چھوٹا عدد تلاش کرنے کے لیے استعمال MIN
ہوتا

ترکیب: =MIN(number1, [number2], ...)

میں سے سب سے چھوٹا نمبر معلوم کرنے کے لیے E15 سے E1 مثال: سیلز
=MIN(E1:E15)

5. (PRODUCT) ضرب

فارمولا مخصوص اعداد کو آپس میں ضرب دینے کے لیے استعمال PRODUCT
ہوتا

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

میں موجود اعداد کو ضرب دینا چاہتے ہیں C1 اور B1، A1 مثال: اگر آپ
=PRODUCT(A1, B1, C1)

6. (COUNT) گنتی

فارمولا ایک رینج میں موجود ان سیلز کو گنتا جن میں اعداد موجود COUNT
ہوں

ترکیب: =COUNT(value1, [value2], ...)

تک میں کتنے سیلز میں نمبر ہیں، یہ جاننے کے لیے F100 سے F1 مثال: سیلز
=COUNT(F1:F100)

فارمولا ان سیلز کو گنتا جن میں کوئی بھی قسم کا ڈیٹا COUNTA: نوٹ (نمبر، متن، خالی ن) میں موجود ہو

فارمولا (Text) متن

متن فارمولا آپ کو ایکسل میں موجود ٹیکسٹ (الفاظ، جملے) کو منظم کرنے، تبدیل کرنے، اور ان کے ساتھ کام کرنے میں مدد کرتے ہیں

7. CONCATENATE یا & متن کو جوڑنا

فارمولا دو یا دو سے زیادہ ٹیکسٹ سٹرنگز کو ایک ساتھ CONCATENATE جوڑنے کے لیے استعمال ہوتا ہے آپ اسے & آپریٹر کے ساتھ بھی استعمال کر سکتے ہیں

ترکیب: =CONCATENATE(text1, [text2], ...) یا text1 & text2 & ...

میں "علی" لکھا ہے، اور آپ ان B1 میں "محمد" اور سیل A1 مثال: اگر سیل میں "محمد علی" کے طور پر جوڑنا چاہتے ہیں C1 دونوں کو سیل یوں "A1 & " " & B1" یا =CONCATENATE(A1, " ", B1) سپیس کے لیے استعمال ہوا ہے

8. LEFT, RIGHT, MID متن کا حصہ نکالنا

یہ فارمولا آپ کو ایک ٹیکسٹ سٹرنگ کے مخصوص حصے کو نکالنے کی اجازت دیتے ہیں

1. **LEFT:** کسی ٹیکسٹ سٹرنگ کے بائیں جانب سے مخصوص تعداد میں حروف نکالتا ہے

ترکیب: =LEFT(text, [num_chars])

لکھا ہے، اور آپ بائیں جانب سے "Microsoft Excel" میں A1 مثال: سبیل
دے گا "Microso" جو، LEFT(A1, 7) = 7: حروف نکالنا چاہتے ہیں

2. **RIGHT:** کسی ٹیکسٹ سٹرنگ کے دائیں جانب سے مخصوص تعداد میں
حروف نکالتا ہے

ترکیب: =RIGHT(text, [num_chars])

سے دائیں جانب سے 5 حروف نکالنے "Microsoft Excel"، مثال: اسی طرح
دے گا "Excel" جو، RIGHT(A1, 5) = کے لیے

3. **MID:** کسی ٹیکسٹ سٹرنگ کے درمیان سے مخصوص نمبر سے شروع کر کے
مخصوص تعداد میں حروف نکالتا ہے

ترکیب: =MID(text, start_num, num_chars)

سے 10 نمبر سے شروع کر کے 5 حروف نکالنے "Microsoft Excel" مثال
دے گا "Excel" جو، MID(A1, 10, 5) = کے لیے

9. (UPPER, LOWER, PROPER) حروف کو تبدیل کرنا

یہ فارمولے ٹیکسٹ کے حروف کو مختلف کیسز (بڑے/چھوٹے حروف) میں تبدیل
کرتے ہیں

1. **UPPER:** میں بدلتا ہے (Uppercase) تمام حروف کو بڑے

مثال: =UPPER("example text") result "EXAMPLE TEXT"

2. **LOWER:** میں بدلتا ہے (Lowercase) تمام حروف کو چھوٹے

مثال: =LOWER("EXAMPLE TEXT") result "example text"

3. **PROPER:** کرتا ہے اور باقی (Capitalize) ہر لفظ کے پہلے حرف کو بڑا

کو چھوٹا رکھتا

مثال: =PROPER("example text")result "Example Text"

10. اضافی خالی جگہیں ہٹانا (TRIM)

فارمولا ٹیکسٹ کے شروع، آخر، اور الفاظ کے درمیان موجود اضافی خالی جگہوں کو ہٹاتا

ترکیب: =TRIM(text)

=TRIM(A1)result لکھا، تو "Hello World" میں A1 **مثال:** اگر سیل "Hello World" دے گا

فارمولا (Date and Time) تاریخ اور وقت

تاریخ اور وقت سے متعلق فارمولا آپ کو تاریخوں اور وقت کے حساب کتاب اور ان کے ساتھ کام کرنے میں مدد کرتے ہیں

11. آج کی تاریخ (TODAY)

فارمولا آپ کے کمپیوٹر کی موجودہ تاریخ دکھاتا ہے۔ خود بخود آپ TODAY ڈیٹ ہوتا رہتا

ترکیب: =TODAY()

لکھنے پر اس دن کی تاریخ نظر آئے () =TODAY() **مثال:** کسی بھی سیل میں گی

12. موجود (NOW) وقت

فارمولا آپ کے کمپیوٹر کی موجود تاریخ اور وقت دونوں دکھاتا ہے NOW
بھی خود بخود اپ ڈیٹ ہوتا ہے

ترکیب: =NOW()

لکھنے پر موجود تاریخ اور وقت ظاہر ہوگا () =NOW: مثال

13. مخصوص تاریخ بنانا (DATE)

فارمولا آپ کو سال، مہینہ، اور دن کے نمبرز کو استعمال کر کے ایک DATE
تاریخ بنانے کی اجازت دیتا ہے

ترکیب: =DATE(year, month, day)

مثال: 2023 کے 12 ویں مہینے اور 25 ویں دن کی تاریخ بنانے کے لیے:
جیسی تاریخ دکھائے گا =DATE(2023, 12, 25), 25-Dec-2023 جو

14. دنوں کا فرق معلوم کرنا (DATEDIF)

DATEDIF فارمولا دو تاریخوں کے درمیان دنوں، مہینوں، یا سالوں کا فرق
معلوم کرنے کے لیے استعمال ہوتا ہے

ترکیب: =DATEDIF(start_date, end_date, unit)

دن، مہینے اور سال کو "MD", (دن) "D", (مہینے) "M", (سال) "Y": یونٹس
دن، "YD", (مہینے)، سال اور دن کو نظر انداز کر کے "YM", (نظر انداز کر کے)
سال کو نظر انداز کر کے)

مثال: اگر 2023-Dec-25 میں B1 اور 2020-Jan-01 میں A1:

1. سال 3) =DATEDIF(A1, B1, "Y") : سالوں کا فرق

2. مہینے 35) =DATEDIF(A1, B1, "M") : مہینوں کا فرق

3. دن 1454) =DATEDIF(A1, B1, "D") :دنوں کا فرق

15. (DAY, MONTH, YEAR) دن، مہینہ، سال نکالنا

یہ فارمولہ ایک تاریخ میں سے مخصوص حصہ (دن، مہینہ، یا سال) نکالتے ہیں

1. **DAY:** =DAY(serial_number) تاریخ میں سے دن کا نمبر نکالتا ہے
2. **MONTH:** =MONTH(serial_number) تاریخ میں سے مہینہ کا نمبر نکالتا ہے
3. **YEAR:** =YEAR(serial_number) تاریخ میں سے سال کا نمبر نکالتا ہے

لکھا ہے Dec-2023 میں A1 25 **مثال:** اگر سیل

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

فارمولہ (Logical) منطقی

منطقی فارمولہ آپ کو حالات کی جانچ کرنے اور اس کے مطابق نتائج دینے کی اجازت دیتے ہیں یہ "اگر ایسا ہے تو یہ کرو، ورنہ وہ کرو" جیسے کاموں کے لیے بہترین ہیں

16. اگر (IF)

IF کی جانچ کرتا ہے اور اگر شرط درست ہو تو (condition) فارمولا ایک شرط ایک نتیجہ دیتا ہے، اور اگر شرط غلط ہو تو دوسرا نتیجہ دیتا ہے

ترکیب: =IF(logical_test, value_if_true,

value_if_false)

"Pass" میں B1 میں نمبر 60 سے زیادہ ہے، تو سیل A1 **مثال:** اگر سیل لکھیں "Fail" لکھیں، ورنہ

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

17. (AND) اور

فارمولا جانچتا ہے کہ آیا تمام شرائط درست ہیں یا نہیں۔ اگر تمام AND FALSE دیتا ہے، ورنہ TRUE شرائط درست ہوں تو

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

میں 70 سے زیادہ ہے، تو B1 میں 50 سے زیادہ ہے اور سیل A1 **مثال:** اگر سیل TRUE دے

=AND(A1>50, B1>70)

18. (OR) یا

فارمولا جانچتا ہے کہ آیا کوئی بھی ایک شرط درست ہے یا نہیں۔ اگر کوئی OR FALSE دیتا ہے، ورنہ TRUE بھی ایک شرط درست ہے تو

ترکیب: =OR(logical1, [logical2], ...)

میں 70 سے زیادہ ہے، تو B1 میں 50 سے زیادہ ہے یا سیل A1 **مثال:** اگر سیل TRUE دے

=OR(A1>50, B1>70)

19. اگر غلط (IFERROR)

IFERROR (error) فارمولا ایک فارمولا کے نتیجے میں آنے والی غلطی کو پکڑتا (error) دکھاتا ہے۔ فارمولا کو (value) اور اس کی بجائے ایک مخصوص قدر صاف ستھرا بناتا ہے۔

ترکیب: =IFERROR(value, value_if_error)

خالی (جس سے B1 سے تقسیم کر رہے ہیں اور B1 کو A1 مثال: اگر آپ کی غلطی آئے گی) تو آپ یہ استعمال کر سکتے ہیں #DIV/0!

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

اور حوالہ (Lookup) ڈیٹا کی تلاش (Reference) فارمولا

یہ فارمولا آپ کو ایک بڑے ڈیٹا سیٹ میں مخصوص معلومات تلاش کرنے اور اس تک رسائی حاصل کرنے میں مدد کرتا ہے۔

20. VLOOKUP

ایک ٹیبل کے پہلے کالم میں ایک قدر تلاش کرتا ہے اور اسی قطار (row) میں ایک مخصوص کالم سے قدر لوٹاتا ہے۔

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

مثال: فرض کریں آپ کے پاس ایک شیٹ ہے جس میں طالب علم کے رول نمبر اور ان کے مارکس ہیں۔ آپ رول نمبر کی بنیاد پر مارکس تلاش کرنا چاہتے ہیں۔

(میں) تلاش کر رہے ہیں اور آپ کے پاس طالب علم A2 اگر آپ رول نمبر (مثلاً

کالم مارکس)، تو آپ C کالم رول نمبر ۱۱ اور B) میں B2:C10 کا ڈیٹا
مارکس دکھانے کے لیے یہ فارمولا استعمال کریں گے:

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

کالم (جو C میں تلاش کرے گا اور اسی قطار کے B2:B10 کی قدر کو A2 کے
کا مطلب ۱۱ کے عین مماثلت FALSE دوسرا کالم ۲) سے قدر واپس لائے گا
تلاش کی جائے (exact match)

21. HLOOKUP

HLOOKUP, VLOOKUP کی طرح ۱۱، لیکن یہ ایک قطار (row) میں قدر تلاش
کرتا ۱۱ اور اسی کالم میں ایک مخصوص قطار سے قدر لوٹاتا ۱۱۱۱
ڈیٹا کے لیے استعمال ہوتا ۱۱۱۱ (horizontal)

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

22. INDEX اور MATCH

سے زیادہ طاقتور اور لچکدار ثابت ہوتا VLOOKUP کے دونوں فارمولوں مل کر
اس INDEX مخصوص قدر کی پوزیشن (نمبر) بتاتا ۱۱، اور MATCH کے
پوزیشن کی قدر واپس لاتا ۱۱۱۱

1. **MATCH:** =MATCH(lookup_value, lookup_array,
[match_type])

2. **INDEX:** =INDEX(array, row_num, [column_num])

میں B2:C10 میں رول نمبر ۱۱ اور A2 **مثال:** وہی طالب علم کا ڈیٹا جہاں
ڈیٹا ۱۱۱۱

=INDEX(C2:C10, MATCH(A2, B2:B10, 0))

اس کی (MATCH) میں تلاش کرے گا B2:B10 کے رول نمبر کو A2 کے فارمولا میں سے تیسری قدر (یعنی مارکس) C2:C10 پوزیشن (مثلاً 3) بتائے گا، اور پھر واپس لائے گا

نتیجہ

ایکسل کے فارمولا آپ کے کام کو بہت آسان اور تیز بنا سکتے ہیں۔ ہم نے ان چند بنیادی اور اکثر استعمال ہونے والے فارمولوں کی ایک جامع لسٹ اور ان کی مثالیں اردو میں فراہم کی ہیں۔ یہ صرف آغاز ہے، ایکسل میں سینکڑوں فارمولے موجود ہیں جو مختلف قسم کے کاموں کے لیے استعمال کیے جا سکتے ہیں۔

یاد رکھیں، فارمولوں کو سمجھنے اور استعمال کرنے کا بہترین طریقہ یہ ہے کہ آپ انہیں خود پریکٹس کریں۔ مختلف مثالوں کے ساتھ تجربہ کریں اور دیکھیں کہ وہ کیسے کام کرتے ہیں۔ جیسے جیسے آپ ان کے ساتھ زیادہ آرام دہ ہوتے جائیں گے، آپ دیکھیں گے کہ آپ کا ڈیٹا تجزیہ کا کام کتنا بہتر اور موثر ہو گیا ہے۔

اگر آپ کو کسی خاص فارمولا کے بارے میں مزید جاننا ہے یا آپ کو کسی مخصوص کام کے لیے مدد کی ضرورت ہے، تو بلا جھجک پوچھیں۔ ہم آپ کی مدد کے لیے حاضر ہیں! ایکسل سیکھنے رہیں اور اپنے کام کو آسان بنائیں۔

متعلقہ کی ورڈز: ایکسل فارمولا، ایکسل فنکشن، ایکسل ٹپس، ایکسل اردو، ایکسل سبق، مائیکروسافٹ ایکسل، ڈیٹا تجزیہ، اسپریڈ شیٹ، فارمولا لسٹ، ریاضی فارمولا، متن فارمولا، تاریخ فارمولا، منطقی فارمولا، وی لک اپ، انڈیکس میج، ایکسل کا استعمال، ایزی ایکسل، ایکسل گائیڈ

Comprehensive Excel Formulas List with Urdu Explanation

Excel stands as a powerful tool in the field of data analysis, budgeting, and decision-making, largely due to its robust set of formulas that automate calculations and streamline workflows. For users fluent in Urdu, understanding these formulas in their native language transforms Excel from a complex 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.

Learning today looks very different from what it did just a few years ago. Information no longer sits quietly on shelves waiting to be discovered. It moves, adapts, and responds to the needs of modern readers. In this changing landscape, the option to download [Excel Formulas List With Examples In Urdu](#) has become an integral part of how people engage with knowledge, whether for study, work, or personal enrichment.

For many individuals, digital access begins with a simple realization: learning should be immediate. When a question arises or curiosity is sparked, waiting days or weeks for a physical book can feel unnecessary. Downloading [Excel Formulas List With Examples In Urdu](#) removes that delay. It allows readers to transition seamlessly from interest to understanding, reinforcing a learning process that feels natural and responsive.

This immediacy encourages consistency. When access is easy, learning becomes habitual rather than occasional. Readers are more likely to return to material, explore new sections, or revisit previous ideas. Over time, this repeated engagement builds deeper familiarity and stronger comprehension. Digital access supports learning as an ongoing activity rather than a one-time effort.

Modern lifestyles also play a role in the popularity of digital books. People balance work, family, travel, and personal responsibilities, leaving limited uninterrupted time for reading. Digital formats adapt to these realities. With [Excel Formulas List With Examples In Urdu](#) available on a personal device, learning fits into small moments throughout the day—during commutes, short breaks, or quiet evenings.

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Digital books play an important role in professional development. Many careers require continuous learning as industries evolve. Having Excel Formulas List With Examples In Urdu available digitally allows professionals to update skills, explore new methodologies, and stay informed without disrupting daily routines.

Students also benefit from digital access in meaningful ways. Academic success often depends on the ability to review material repeatedly and study efficiently. Downloadable PDFs

allow offline access, easy note-taking, and organized revision. Digital books reduce physical strain and support more comfortable study habits.

Digital formats also accommodate different learning preferences. Some readers prefer linear reading, while others focus on specific sections or themes. Digital access allows both approaches. Readers can skim, search, annotate, or read deeply depending on their objectives, making Excel Formulas List With Examples In Urdu adaptable rather than restrictive.

Accessibility features further expand the reach of digital books. Adjustable text size, text-to-speech options, screen reader compatibility, and night modes help ensure that content is usable by readers with diverse needs. These features promote inclusive access to knowledge and align with modern educational values.

Environmental considerations add another dimension to digital learning. While technology has its own environmental impact, distributing books digitally often reduces the need for paper, printing, and transportation. Downloading Excel Formulas List With Examples In Urdu supports a more efficient approach to sharing information on a global scale.

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physical clutter. This organization supports long-term learning and makes it easier to revisit important ideas.

Global access is one of the most powerful outcomes of digital books. Readers from different countries and cultural backgrounds can access the same materials simultaneously. This shared access fosters collaboration, dialogue, and mutual understanding. Downloading [Excel Formulas List With Examples In Urdu](#) connects individuals to a worldwide learning community.

Digital literacy naturally develops through regular interaction with digital resources. Learning how to evaluate sources, manage files, and use reading tools responsibly is now an essential skill. Engaging with [Excel Formulas List With Examples In Urdu](#) in digital format supports these competencies in a practical and accessible way.

Perhaps the most significant change brought by digital access is how it reshapes attitudes toward learning. When information is readily available, curiosity feels encouraged rather than inconvenient. Readers are more willing to explore unfamiliar topics, revisit previous interests, and continue learning throughout their lives.

This mindset supports lifelong learning. Knowledge is no longer confined to formal education or specific career stages. It becomes a continuous process shaped by evolving goals and interests. Having [Excel Formulas List With Examples In Urdu](#)

available digitally ensures that learning remains adaptable and relevant over time.

In conclusion, the option to download Excel Formulas List With Examples In Urdu reflects a broader shift in how knowledge is accessed and experienced. Digital access combines immediacy, flexibility, affordability, and ethical distribution into a single, powerful tool. More than just a file, Excel Formulas List With Examples In Urdu becomes a trusted companion—supporting curiosity, critical thinking, and continuous intellectual growth in a world that never stands still.

Questions & Answers About excel formulas list with examples in urdu

No	Question	Answer
1	ایکسل میں سب سے زیادہ استعمال ہونے والے فارمولے کون سے ہیں؟	ایکسل میں سب سے زیادہ استعمال ہونے والے (جمع کرنے کے لیے) SUM فارمولوں میں AVERAGE (اوسط نکالنے کے لیے)، COUNT (شرط لگانے کے لیے)، IF (گنتی کے لیے)، VLOOKUP (ڈیٹا تلاش کرنے کے لیے)، اور CONCATENATE (متن کو جوڑنے کے لیے) شامل ہیں۔
2	SUM میں ایکسل میں فارمولا کیسے استعمال کروں؟	فارمولا استعمال کرنے کے لیے، آپ کسی SUM ٹائپ کریں، جہاں SUM(range) سیل میں ان سیلز کی رینج ہے جس میں آپ جمع 'range' کرنا چاہتے ہیں۔ مثال کے طور پر، =SUM(A1:A10) سیل A1 سے A10 تک تمام ویلیوز کو جمع کرے گا۔

3	فارمولا کیا VLOOKUP کام کرتا ہے اور اس کی مثال کیا ہے؟	فارمولا کسی ٹیبل میں ایک مخصوص ویلیو تلاش کرتا ہے اور اسی رو میں ایک اور کالم سے متعلق ویلیو واپس کرتا ہے مثال: =VLOOKUP(B2, A1:C10, 3, FALSE) میں موجود ویلیو کو B2 سیل رینج کے پہلے کالم میں تلاش کرے گا A1:C10 اور اگر مل گئی تو تیسرے کالم سے متعلق درست مماثلت کو یقینی 'FALSE' ویلیو دے گا بناتا ہے
4	فارمولا کو کس مقصد IF کے لیے استعمال کیا جاتا ہے؟	فارمولا ایک شرط کی بنیاد پر دو مختلف نتائج دکھائے کے لیے استعمال ہوتا ہے اس کا =IF(condition, value_if_true, value_if_false) بنیادی ڈھانچہ یوں ہے: مثال: =IF(A1>50, "فیل", "اگر سیل", A1 پاس 50 سے زیادہ ہے تو "پاس" دکھائے گا، ورنہ "فیل" دکھائے گا
5	میں متعدد شیٹس سے ڈیٹا کو کیسے جمع کر سکتا ہوں؟	آپ مختلف شیٹس سے ڈیٹا کو جمع کرنے کے فارمولا کے ساتھ شیٹ کے نام کا SUM لیے استعمال کر سکتے ہیں۔ مثال =SUM(Sheet1!A1:A10, Sheet2!A1:A10) دونوں شیٹ 1 اور شیٹ 2 کے تک کے سیلز کو جمع کرے گا A1 سے A10
6	اور COUNT ایکسل میں فارمولوں میں COUNTA کیا فرق ہے؟	فارمولا صرف ان سیلز کو گنتا ہے جن میں عددی ویلیو ہوتی ہے جبکہ فارمولا ان تمام سیلز کو گنتا ہے جن میں کوئی بھی ڈیٹا (نمبر، متن، وغیرہ) موجود ہو، خالی سیلز کو چھوڑ کر
7	کو جوڑنے کے (Text) متن لیے کون سا فارمولا استعمال ہوتا ہے؟	CONCATENATE متن کو جوڑنے کے لیے آپریٹر استعمال (ampersand) ' & ' فارمولا یا =CONCATENATE(A1, " ", B1) کے متن کو ایک خالی B1 اور A1 سیل & " " & A1 = جگہ کے ساتھ جوڑ دے گا یا بھی یہی کام کرے گا B1

8	AVERAGE ایکسل میں فارمولا کا کیا کام ہے؟	فارمولا دی گئی رینج میں موجود AVERAGE تمام عددی ویلیوز کی اوسط (یا اوسط) نکالنے کے لیے استعمال ہوتا ہے مثال =AVERAGE(A1:A10) سیل A1 سے A10 تک کی ویلیوز کی اوسط بتائے گا
9	میں تاریخوں کے ساتھ کام کرنے کے لیے کون سے ایکسل فارمولے استعمال کر سکتا ہوں؟	TODAY() تاریخوں کے ساتھ کام کرنے کے لیے آج کی تاریخ اور NOW()، (آج کی تاریخ) سال نکالنے کے لیے YEAR()، (وقت) DAY() مہینہ نکالنے کے لیے، اور MONTH() دن نکالنے کے لیے جیسے فارمولے استعمال ہوتے ہیں
10	MAX اور MIN فارمولے کیا کرتے ہیں؟	فارمولا دی گئی رینج میں سب سے بڑی MAX (زیادہ سے زیادہ) ویلیو تلاش کرتا ہے، جبکہ فارمولا سب سے چھوٹی (کم سے کم) MIN =MAX(A1:A10) ویلیو تلاش کرتا ہے مثال اور =MIN(A1:A10)

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Many learners prefer Excel Formulas List With Examples In Urdu eBooks for their portability.

For educators, Excel Formulas List With Examples In Urdu eBooks provide a reliable medium to distribute standardized learning materials consistently.

Excel Formulas List With Examples In Urdu eBooks allow readers to highlight, annotate, and bookmark key sections, enhancing long-term retention and review efficiency.

By offering instant access, Excel Formulas List With Examples In Urdu eBooks eliminate delays often associated with traditional publishing and physical distribution.

Excel Formulas List With Examples In Urdu eBooks are commonly used to reinforce foundational knowledge.

As digital learning expands, Excel Formulas List With Examples In Urdu eBooks maintain relevance.

Excel Formulas List With Examples In Urdu eBooks help bridge the gap between theory and applied knowledge.

Modern learners increasingly value flexibility, immediacy, and control over how they access educational materials.

Standardization ensures consistent understanding.

Excel Formulas List With Examples In Urdu eBooks align well with modern digital workflows and productivity tools.

Excel Formulas List With Examples In Urdu eBooks are particularly valuable for independent learners who prefer flexible and self-directed educational resources.

Excel Formulas List With Examples In Urdu eBooks reduce time spent validating information sources.

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Excel Formulas List With Examples In Urdu eBooks help maintain focus in distraction-heavy digital environments.

Updatable digital content ensures alignment with current standards and best practices.

The structured chapters of Excel Formulas List With Examples In Urdu eBooks guide readers through progressive learning stages.

Excel Formulas List With Examples In Urdu eBooks enable readers to track progress and revisit learning milestones.

Modern learners increasingly value flexibility, immediacy, and control over how they access educational materials.

Digital access to Excel Formulas List With Examples In Urdu

content supports continuous learning habits and incremental skill development.

Excel Formulas List With Examples In Urdu eBooks are suitable for learners at different experience levels.

As technology evolves, Excel Formulas List With Examples In Urdu eBooks continue to offer stability.

Unlike short-form content, Excel Formulas List With Examples In Urdu eBooks emphasize depth over immediacy.

Consistency reduces cognitive load and enhances focus.

Excel Formulas List With Examples In Urdu eBooks provide a structured and reliable way to consume knowledge in an increasingly digital world.

Digital storage ensures content remains accessible without physical deterioration.

Strong foundations support advanced skill development.

Predictability improves reading efficiency.

Ultimately, Excel Formulas List With Examples In Urdu eBooks offer an efficient, scalable, and future-ready approach to knowledge consumption.

Search functionality enhances review and recall.

Excel Formulas List With Examples In Urdu eBooks encourage consistent engagement by lowering barriers to entry.

Excel Formulas List With Examples In Urdu eBooks help learners

manage complex information.

Excel Formulas List With Examples In Urdu eBooks provide a structured and reliable way to consume knowledge in an increasingly digital world.

Excel Formulas List With Examples In Urdu eBooks allow readers to engage deeply with subjects.

Readers use Excel Formulas List With Examples In Urdu eBooks to revisit core principles.

Stability encourages confidence in materials.

Standardization improves assessment alignment and learning outcomes.

Digital materials eliminate printing and logistics expenses.

Excel Formulas List With Examples In Urdu eBooks enable careful pacing.

Standardization improves assessment alignment and learning outcomes.

Learners using Excel Formulas List With Examples In Urdu eBooks often report improved focus due to the organized presentation of information.

By offering instant access, Excel Formulas List With Examples In Urdu eBooks eliminate delays often associated with traditional publishing and physical distribution.

This emphasis encourages thoughtful understanding.

Digital access to Excel Formulas List With Examples In Urdu eBooks eliminates physical storage concerns.

Excel Formulas List With Examples In Urdu eBooks are suitable for academic and professional contexts.

Excel Formulas List With Examples In Urdu eBooks improve long-term usability by remaining searchable.

The portability of Excel Formulas List With Examples In Urdu eBooks ensures that learning materials are always available, whether at home, in the office, or while traveling.

By offering instant access, Excel Formulas List With Examples In Urdu eBooks eliminate delays often associated with traditional publishing and physical distribution.

Excel Formulas List With Examples In Urdu eBooks integrate seamlessly with digital workflows and note-taking systems.

This environmental benefit aligns with broader digital transformation initiatives.

Excel Formulas List With Examples In Urdu eBooks allow readers to engage deeply with subjects.

Excel Formulas List With Examples In Urdu eBooks are frequently referenced during planning and execution phases.

The digital nature of Excel Formulas List With Examples In Urdu eBooks makes distribution fast and efficient, enabling instant access to updated information without the delays associated with print publishing.

Centralized information reduces redundancy and confusion.

Excel Formulas List With Examples In Urdu eBooks can be accessed offline after download, ensuring uninterrupted learning even without internet access.

For educators, Excel Formulas List With Examples In Urdu eBooks provide a reliable medium to distribute standardized learning materials consistently.

Excel Formulas List With Examples In Urdu eBooks serve as reliable reference materials that can be revisited whenever questions arise.

Readers appreciate Excel Formulas List With Examples In Urdu eBooks for their ability to centralize information in one accessible format.

Summary and Recommendations

Excel Formulas List With Examples In Urdu offers a comprehensive combination of knowledge depth, portability, flexibility, and ease of access that makes it highly valuable for learners, researchers, and professionals alike. Throughout its various formats and editions, Excel Formulas List With Examples In Urdu adapts to modern reading habits while preserving the reliability and structure required for serious study and long-term reference. As a digital resource, it bridges traditional reading with contemporary technology, enabling users to learn efficiently across multiple environments.

One of the key strengths of Excel Formulas List With Examples In

Urdu lies in its portability. Unlike physical books that require storage space and careful handling, digital versions can be carried across devices, accessed on demand, and synchronized effortlessly. This mobility allows users to integrate learning into daily routines, whether at home, in academic settings, at work, or while traveling. Combined with search functionality and annotations, portability transforms passive reading into an active and productive experience.

Proper organization is essential to fully benefit from Excel Formulas List With Examples In Urdu. Maintaining structured folders, consistent file naming, and clear separation between editions ensures that content remains easy to locate and reliable over time. As collections grow, organized systems prevent confusion and reduce the risk of referencing outdated or incorrect materials. Thoughtful organization supports long-term usability and professional workflows.

Digital features such as highlighting, annotations, bookmarks, and searchable text significantly enhance comprehension and retention. These tools allow users to interact directly with Excel Formulas List With Examples In Urdu, making it easier to revisit key ideas, summarize complex sections, and build personalized study notes. When used consistently, these features transform digital documents into dynamic learning tools rather than static files.

Sharing Excel Formulas List With Examples In Urdu responsibly is

another important recommendation. Legal and ethical sharing practices protect authors, publishers, and users alike. Public domain, open-access, or officially licensed versions can be shared freely, while copyrighted editions should be shared through official links or approved platforms. Respecting copyright ensures sustainable access to quality content for everyone.

Combining multiple formats—such as PDF, ePub, and audiobook—offers the most balanced learning experience. PDFs preserve layout and structure, ePub files provide adaptable text and accessibility features, and audiobooks support auditory learning and hands-free consumption. Using these formats together allows users to adapt their learning approach to different situations and preferences, maximizing overall effectiveness.

Strategic use for long-term success

For long-term success, users should view Excel Formulas List With Examples In Urdu as part of a broader learning ecosystem. Integrating it with note-taking apps, research tools, and cloud storage platforms enhances continuity and efficiency. Synchronizing notes and reading progress across devices ensures that learning remains seamless and uninterrupted.

Periodic review of stored materials helps maintain relevance and accuracy. Removing duplicates, archiving outdated editions, and updating files when newer versions become available keeps the

library clean and dependable. This habit supports professional standards and prevents information overload.

Final Tips

- **Always check source credibility:** Obtain Excel Formulas List With Examples In Urdu from trusted publishers, official repositories, or reputable platforms. Verifying authenticity reduces the risk of incomplete or corrupted files and ensures content accuracy.

- **Backup copies regularly:** Store files on cloud services, external drives, or multiple locations. Redundant backups protect against data loss caused by hardware failure, accidental deletion, or software issues.

- **Utilize interactive features:** If available, take advantage of quizzes, multimedia, hyperlinks, and interactive diagrams. These elements deepen understanding, improve engagement, and support different learning styles.

- **Adjust reading settings for comfort:** Customize font size, brightness, contrast, and background color to reduce eye strain and improve focus. Comfort directly impacts comprehension and long-term reading endurance.

- **Manage editions carefully:** Clearly label files by edition or year, and archive older versions separately. This prevents confusion and ensures accurate referencing in academic or

professional contexts.

- **Balance digital and offline use:** Use digital features for search and annotation, but consider printing key sections when physical reference or handwriting notes improve understanding.

- **Plan for future compatibility:** Use widely supported formats and keep software updated. This ensures that Excel Formulas List With Examples In Urdu remains accessible as devices and operating systems evolve.

Maximizing value from Excel Formulas List With Examples In Urdu

Ultimately, the value of Excel Formulas List With Examples In Urdu depends on how effectively it is used. By combining thoughtful organization, responsible sharing, interactive learning, and long-term maintenance, users can transform Excel Formulas List With Examples In Urdu into a powerful and enduring knowledge asset. These practices support continuous learning, reliable reference, and professional growth across changing technological landscapes.

Closing perspective

Excel Formulas List With Examples In Urdu is more than just a digital document—it is a flexible learning companion that evolves with the user. When approached strategically and ethically, it offers long-lasting benefits in education, research, and personal development. By applying the recommendations outlined above,

users can ensure that Excel Formulas List With Examples In Urdu remains relevant, accessible, and impactful well into the future.

Excel Formulas List with Examples in Urdu (ایکسل فارمولاز کی فہرست: اردو میں مثالوں کے ساتھ)

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 ایکسل فارمولاز: ڈیٹا (مینجمنٹ کی بنیاد)

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 (بنیادی ریاضی کے فارمولاز)

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: یہ فارمولا سیلز کی ایک رینج میں موجود تمام نمبرز کو جمع کرتا ہے۔

Example:

تک کے نمبرز کو جمع کرنا چاہتے ہیں، تو آپ کسی بھی A5 سے A1 اگر آپ سیل خالی سیل میں یہ فارمولا لکھ سکتے ہیں:

=SUM(A1:A5)

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

Subtraction (منفی): Basic Operators

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

Syntax: =cell1 - cell2

Urdu Explanation: یہ فارمولا ایک سیل کی ویلیو کو دوسرے سیل کی ویلیو سے تفریق کرتا ہے۔

Example:

کو تفریق کرنا چاہتے ہیں B2 سے سیل B1 اگر آپ سیل

=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: فارمولا سیلز کی ایک رینج میں موجود تمام نمبرز کو ضرب دیتا ہے

Example:

تک کے نمبرز کو ضرب دینا چاہتے ہیں C3 سے C1 اگر آپ سیل

=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: یہ فارمولا ایک نمبر کو دوسرے نمبر سے تقسیم کرتا ہے۔
=D1 / D2

Example:

سے تقسیم کرنا چاہتے ہیں D2 کو سیل D1 اگر آپ سیل

=D1 / D2

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

Logical Formulas (منطقی فارمولاز)

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 (اگر 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: کو جانچتا ہے (logical_test) اور (value_if_true) فارمولا ایک شرط (TRUE) اگر شرط صحیح ہے تو دوسری (FALSE) کو تو ایک ویلیو اور اگر غلط (TRUE) اگر شرط صحیح ویلیو واپس کرتا ہے۔

Example:

میں طالب علم کا نمبر دیکھ رہے ہیں اگر نمبر E1 50 فرض کریں آپ سیل سے زیادہ ہے، تو "پاس" دکھائیں، ورنہ "فیل" دکھائیں۔

=IF(E1>50, "پاس", "فیل")

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

AND Formula (اور فارمولا)

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

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

Urdu Explanation: یہ فارمولا جانچتا ہے کہ آیا اس کے تمام منطقی دلائل (arguments) TRUE ہیں یا نہیں۔ اگر سب صحیح ہوں تو (TRUE) صحیح (arguments) TRUE، FALSE ورنہ۔

Example:

میں ویلیو 20 F2 میں ویلیو 10 سے بڑی ہے اور سیل F1 جانچیں کہ آیا سیل سے جھوٹی ہے۔

=AND(F1>10, F2<20)

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

OR Formula (یا فارمولا)

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: یہ فارمولا جانچتا ہے کہ آیا اس کے کسی بھی منطقی دلیل (argument) TRUE، اگر کوئی ایک بھی صحیح ہو تو (TRUE) صحیح (argument) TRUE، FALSE ورنہ۔

Example:

میں ویلیو 50 G2 میں ویلیو 100 سے بڑی ہے یا سیل G1 جانچیں کہ آیا سیل سے کم ہے

=OR(G1>100, G2<50)

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

NOT Formula (نہیں فارمولا)

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: یہ فارمولا منطقی ویلیو کو الٹ دیتا ہے اگر ان پٹ TRUE دیتا ہے تو FALSE دیتا ہے، اور اگر ان پٹ FALSE دیتا ہے تو TRUE دیتا ہے

Example:

دکھائیں TRUE میں ویلیو 0 نہیں ہے، تو H1 اگر سیل

=NOT(H1=0)

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

Text Formulas (ٹیکسٹ فارمولاز)

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

CONCATENATE or CONCAT Formula (شامل کرنے کا فارمولا)

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

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

Urdu Explanation: یہ فارمولا دو یا دو سے زیادہ ٹیکسٹ سٹرنگز کو ایک میں جوڑتا ہے

Example:

میں "علی" لکھا ہے، تو ان کو جوڑ کر I2 میں "محمد" اور سیل I1 اگر سیل "محمد علی" بنائیں

=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 (بائیں فارمولا)

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: یہ فارمولا ایک ٹیکسٹ سٹرنگ کے شروع (بائیں جانب) سے مخصوص تعداد میں کریکٹرز کو واپس کرتا ہے

Example:

لکھا، تو پل 3 کریکٹرز حاصل کریں "Pakistan" میں J1 اگر سیل

=LEFT(J1, 3)

Result: "Pak"

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

RIGHT Formula (دائیں فارمولا)

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: یہ فارمولا ایک ٹیکسٹ سٹرنگ کے آخر (دائیں جانب) سے مخصوص تعداد میں کریکٹرز کو واپس کرتا ہے

Example:

لکھا، تو آخری 5 کریکٹرز حاصل کریں "Islamabad" میں K1 اگر سیل

=RIGHT(K1, 5)

Result: "abad"

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

LEN Formula (لمبائی کا فارمولا)

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

Syntax: =LEN(text)

Urdu Explanation: یہ فارمولا ایک ٹیکسٹ سٹرنگ میں موجود کریکٹرز کی تعداد بتاتا ہے

Example:

لکھا ہے، تو اس کی لمبائی معلوم کریں "Excel Formulas" میں L1 اگر سیل

=LEN(L1)

Result: 13 (including the space)

Practical Use: Validating input lengths, analyzing text patterns.

UPPER, LOWER, PROPER Formulas (بڑا، چھوٹا، اور مناسب کیس فارمولاز)

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: (Uppercase) تمام الفاظ کو بڑا حروف میں بدلتا ہے

2. LOWER: (Lowercase) میں بدلتا (Lowercase) تمام الفاظ کو چھوٹے حروف
3. PROPER: (Uppercase) ہر لفظ کے پہلے حرف کو بڑا (Uppercase) کرتا (Lowercase)

Example:

لکھا "eXcel GuldE" میں M1 اگر سیل

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 فارمولاز)

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 (وی لُک اپ فارمولا)

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: یہ فارمولا ایک ٹیبل کے پہلے کالم میں کسی ویلیو کو

تلاش کرتا ہے اور اسی رو میں کسی مخصوص کالم کی ویلیو واپس کرتا ہے

Example:

کالم) ID میں پروڈکٹ A1:C10 فرض کریں آپ کے پاس ایک ٹیبل ہے جس میں
میں پروڈکٹ D1 ہے آپ سیل (C اور قیمت) کالم، (B پروڈکٹ کا نام) کالم، (A
میں اس کی قیمت معلوم کرنا چاہتے ہیں E1 درج کرتے ہیں اور سیل ID

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

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

HLOOKUP Formula (ایچ لُک اپ فارمولا)

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 ٹیبل کی پہلی رو میں کسی ویلیو کو تلاش کرتا ہے اور اسی کالم میں کسی مخصوص رو کی ویلیو واپس کرتا ہے

Example:

میں مہینوں کے نام (رو 1) اور ان کی فروخت (رو A1:E3) اگر آپ کے پاس سیل
میں مہینے کا نام لکھ کر اس (F1 2)، اخراجات (رو 3) کا ڈیٹا ہے، اور آپ سیل
مہینے کے اخراجات معلوم کرنا چاہتے ہیں

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

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

انڈیکس اور میچ (INDEX and MATCH Formulas) فارمولاز

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

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

Syntax:

1. INDEX(array, row_num, [column_num])
2. MATCH(lookup_value, lookup_array, [match_type])

Urdu Explanation:

1. INDEX: دی گئی رینج میں مخصوص رو اور کالم کے چوراہے پر موجود سیل کی ویلیو واپس کرتا ہے
2. MATCH: دی گئی رینج میں کسی ویلیو کی نسبتی پوزیشن (نمبر) واپس کرتا 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.

تاریخ اور وقت (Date & Time Formulas فارمولاز)

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

TODAY Formula (آج کا فارمولا)

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

Syntax: =TODAY()

Urdu Explanation: یہ فارمولا موجودہ تاریخ کو واپس کرتا ہے۔

Example:

=TODAY()

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

NOW Formula (اب کا فارمولا)

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

Syntax: =NOW()

Urdu Explanation: یہ فارمولا موجودہ تاریخ اور وقت کو واپس کرتا ہے۔

Example:

=NOW()

Practical Use: Timestamping entries, tracking durations.

DATEDIF Formula (تاریخ کا فرق 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: یہ فارمولا دو تاریخوں کے درمیان سال، مہینے، یا دن کی تعداد کا حساب لگاتا ہے

Example:

میں اختتام تاریخ P2 میں شروع تاریخ اور سیل P1 اگر سیل

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 (شماریاتی)

(فارمولا)

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

AVERAGE Formula (اوسط کا فارمولا)

The AVERAGE function calculates the arithmetic mean of its arguments.

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

Urdu Explanation: (arithmetic mean) ی فارمولا نمبرز کی ایک رینج کا اوسط نکالتا ہے

Example:

تک نمبرز ہیں، تو ان کا اوسط معلوم کریں Q5 سے Q1 اگر سیل

=AVERAGE(Q1:Q5)

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

COUNT Formula (شمار کا فارمولا)

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

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

Urdu Explanation: ی فارمولا دی گئی رینج میں ان سیلز کی تعداد گنتا ہے جن میں نمبرز موجود ہیں

Example:

تک میں کچھ سیلز میں نمبرز اور کچھ میں ٹیکسٹ ہیں، R10 سے R1 اگر سیل تو صرف نمبرز والے سیلز کی تعداد معلوم کریں

=COUNT(R1:R10)

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

COUNTA Formula (کاؤنٹا فارمولا)

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

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

Urdu Explanation: یہ فارمولا دی گئی رینج میں ان سیلز کی تعداد گنتا ہے جو خالی نہیں ہیں۔

Example:

تک میں کچھ سیلز خالی ہیں اور کچھ میں ڈیٹا ہے، تو S10 سے S1 اگر سیلز خالی نہ ہوں گے تو سیلز کی تعداد معلوم کریں۔

=COUNTA(S1:S10)

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

MAX and MIN Formulas (زیادہ سے زیادہ اور کم سے کم فارمولاز)

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: سب سے بڑی ویلیو بتانا
2. MIN: سب سے چھوٹی ویلیو بتانا

Example:

تک میں سیلز کا ڈیٹا T10 سے T1 اگر سیل:

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 فارمولاز)

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

PMT Formula (قسط فارمولا)

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: فارمولا مسلسل ادائیگیوں اور مسلسل شرح سود کی بنیاد پر قرض کی قسط کا حساب لگانا

Example:

اگر آپ 10% سالانہ سود پر 5 سال کے لیے 100,000 روپے کا قرض لیتے ہیں، تو آپ کی ماہانہ قسط کیا ہوگی؟

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

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

FV Formula (مستقبل کی ویلیو فارمولا)

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: یہ فارمولا مسلسل ادائیگیوں اور مسلسل سود کی بنیاد پر کسی سرمایہ کاری کی مستقبل کی ویلیو واپس کرتا ہے

Example:

اگر آپ ہر مہینہ 5000 روپیہ 5 سال تک 8% سالانہ سود پر بچانے لگیں، تو 5 سال بعد آپ کے پاس کتنی رقم ہوگی؟

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

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

Conclusion (اختتامیہ)

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.