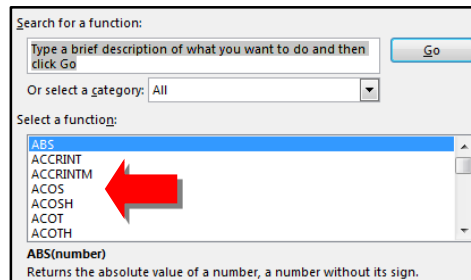


Writing Formulas

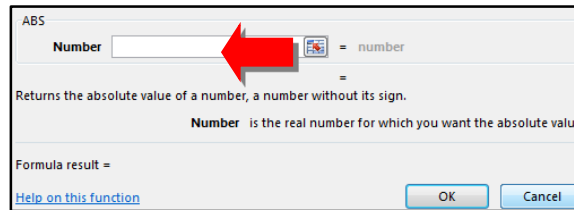
1. Open a workbook in Excel.
2. Select the cell where you would like the formula to display the results.
3. In the Formula bar, do one of the following:
 - a. Click on the formula icon.



- i. Select a formula from the list and select **OK**.



- ii. Enter any values needed for the formula.



- iii. Click **OK**.

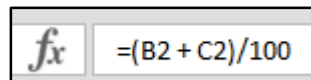
- b. Click on the formula bar.



- i. Enter the equal sign.



- ii. Enter your formula.



- iii. Press **Enter** on the keyboard to have the formula compute the value.