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Advanced Excel & Google Sheets Cheat Sheet

This reference sheet contains advanced functions and dynamic arrays for data analysts and power users. Use these tools to build unbreakable models and analyze large datasets rapidly.

1. Advanced Lookup Functions

Function & Syntax	What it Does	Real-World Example
XLOOKUP <code>=XLOOKUP(...)</code>	Modern lookup. Searches to the left and defaults to exact matches.	<code>=XLOOKUP("Emp_102", A:A, C:C)</code>
INDEX & MATCH	Bulletproof alternative to VLOOKUP for legacy spreadsheets.	<code>=INDEX(D:D, MATCH("ID", B:B, 0))</code>
IMPORTRANGE	Pulls live data dynamically from a completely separate cloud workbook.	<code>=IMPORTRANGE("url", "Sheet1!A1:B10")</code>

2. Dynamic Arrays (Modern Excel & Sheets)

Function	What it Does	Why it is a Game Changer
FILTER	Extracts all matrix rows matching specific criteria dynamically.	<code>=FILTER(A2:D100, C2:C100="Europe")</code>
UNIQUE	Scans a database column and outputs a clean list with duplicates removed.	<code>=UNIQUE(B2:B500)</code>
SORT	Sorts arrays or matrices automatically based on a chosen column.	<code>=SORT(A2:C10, 3, FALSE)</code>

3. Power Logic & Optimization Hacks

- **IFS (Multi-Condition):** Replaces deeply nested IF statements. Evaluates multiple criteria in order. Syntax: `=IFS(A2>=90, "A", A2>=80, "B", TRUE, "F")`
 - **SUMPRODUCT:** Multiplies corresponding components in arrays and returns the sum. Perfect for weighted averages.
 - **The QUERY Function (Sheets Only):** Allows you to run SQL-style database queries directly inside your sheets. Syntax: `=QUERY(A2:E100, "SELECT A, C WHERE E > 500")`
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