THE EXCEL COUNTIF FUNCTION

Another useful function that uses Conditional Logic is CountIf. This one is fairly straightforward. As its name suggests, it counts things! But it counts things If a condition is met. For example, keep a count of how many students have an A grade.

	A	B	C	D	E	F	G	H	I	J	K
1		Steven	Mary	Ann	Raymond	Mark	Paul	Eliza	Kelly	Averages	
2	Math	76	89	43	48	51	76	87	56		
3	English	55	85	78	61	47	87	91	73		
4	Science	65	82	39	58	52	65	57	45		
5	History	45	91	56	72	49	56	78	56		
6	Geography	51	84	54	64	47	64	67	67		
7	Art	43	63	49	62	39	89	64	63		
8	Computer Studies	63	95	45	59	41	92	89	52		
9	French	35	91	65	26	28	51	92	56		
10											
11	Overall Average										
12											
13											

To get started with this function, we'll use our Student Grade spreadsheet (*the figure above*) and count how many students have a score of 70 or above. First, add the following label "Num of Students above 70" to your spreadsheet in perhaps column K.

We can use the countIf function to see how many of the students scored 70 or above for a given subject.

The countif function looks like this:

=countIf (range, criteria)

The function takes two arguments (the words in the round brackets). The first argument is range, and this means the range of cells you want Excel to look through. Criteria means, "What do you want Excel to count?"

So click inside cell K2, and then click inside the formula bar at the top. Enter the following formula:

= countIf (B2:I2, ">=70")

The cells B2 to I2 contain the Math scores for all 8 students. Its these score we want to count.

Press Enter Key on your keyboard. Excel should give you an answer of 4. To do the rest of the scores, you can use Autofill.