

## **Mastering Excel: XLOOKUP and VLOOKUP Formulas** <sup>[1]</sup>

The purpose of the Mastering Excel: XLOOKUP and VLOOKUP Formulas course is to provide participants with a comprehensive understanding of formulas and techniques to efficiently manage data in Excel and visualize this data in charts and dashboards. Specifically, this class covers the XLOOKUP and VLOOKUP formulas.

**Program Level:** Basic

**Prerequisites:** None

**Advanced Preparation:** N/A

**Instructional Method:** Group-Internet Based

**Instructor:**

**Recommended CPE Credit:** 2.0 Hours

**Field of Study:** Computer Software and Applications

**Course Objectives:**

At the end of the course, participants will be able to:

- Use XLOOKUP and VLOOKUP to return values in a range based off of a lookup value
- Understand the difference between XLOOKUP and VLOOKUP formulas
- Understand when and how to use lookup formulas with exact and approximate matches
- Return a specified value if the lookup value is not found in the lookup range
- Use the array capabilities of XLOOKUP

**Program Policies** <sup>[2]</sup>

**NASBA Statement:**

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[www.learningmarket.org](http://www.learningmarket.org) <sup>[3]</sup>.



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