

BLUE PECAN TIPS



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www.bluepecan.co.uk/microsoft_excel_courses.htm

COUNTIFS

This function is like the COUNTIF function but it allows you to add more than one set of criteria for your count.

Here is an example:

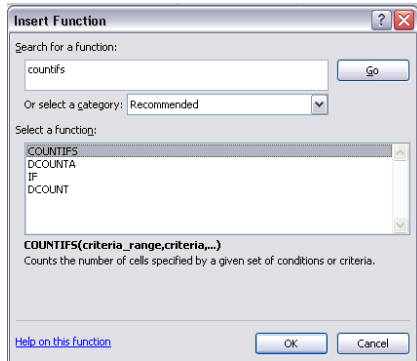
	A	B	C	D	E	F	G	H
1	Branch	Account Type	Amount					
2	Brighton	Current	£1,223.00					
3	London	Deposit	£6,334.00					
4	Lewes	Deposit	£3,327.00					
5	London	Deposit	£1,415.00					
6	Lewes	Deposit	£2,617.00					
7	Lewes	Savings	£2,472.00					
8	London	Savings	£2,824.00					
9	Lewes	Savings	£437.00					
10	Brighton	Current	£7,243.00					
11	London	Current	£8,505.00					
12	Brighton	Savings	£2,090.00					
13	Brighton	ISA	£6,423.00					
14	Brighton	Deposit	£6,054.00					
15	Brighton	Savings	£3,484.00					
16	Lewes	Deposit	£2,670.00					
17	Lewes	Deposit	£9,188.00					
18	London	Deposit	£5,091.00					
19	Lewes	Deposit	£6,529.00					
20	Brighton	Deposit	£3,470.00					
21	Brighton	Current	£974.00					

I want to count the number of **deposit** accounts that are held in the **Brighton** branch. This is how I would do it:

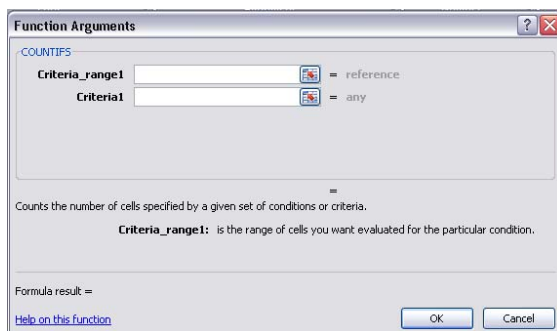
1. First of all I'll click into the cell where I want the formula to go, then...
2. I'll click on Insert function button on the formula bar – it's the button with *fx* on it.

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3. Then I'll search for the COUNTIFS function



4. I've clicked on OK
5. I've now got to express my first criteria – the fact that I'm only interested in accounts held in Brighton



Criteria_range1 is the Branch column: **A2:A21**

Criteria1 is Brighton



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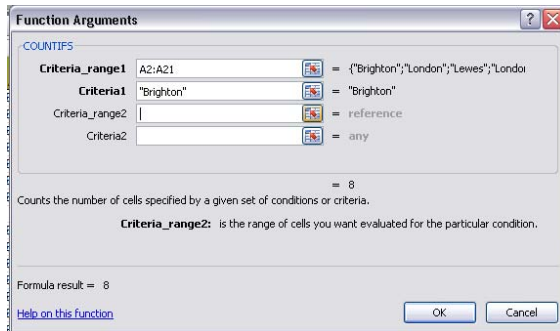
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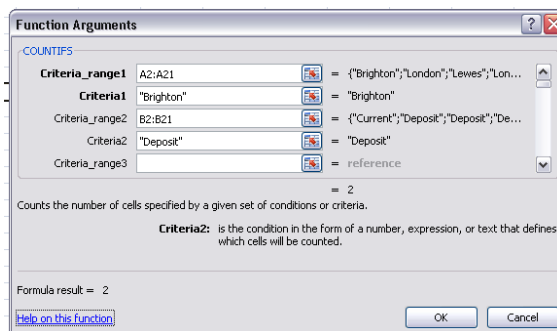
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- Now I've got a second set of boxes to fill in to express the additional criteria: the fact that I only want to count deposit accounts.



Criteria_range2 is the Account Type column **C2:C21**

Criteria2 is **Deposit**



- I'm now finished, so I'll click on OK.
- The answer I got was 2. There are two deposit accounts held at the Brighton branch.

Hope you found this useful. There are more Excel tips on the Blue Pecan website under [Excel Training](#)



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