

VLOOKUP

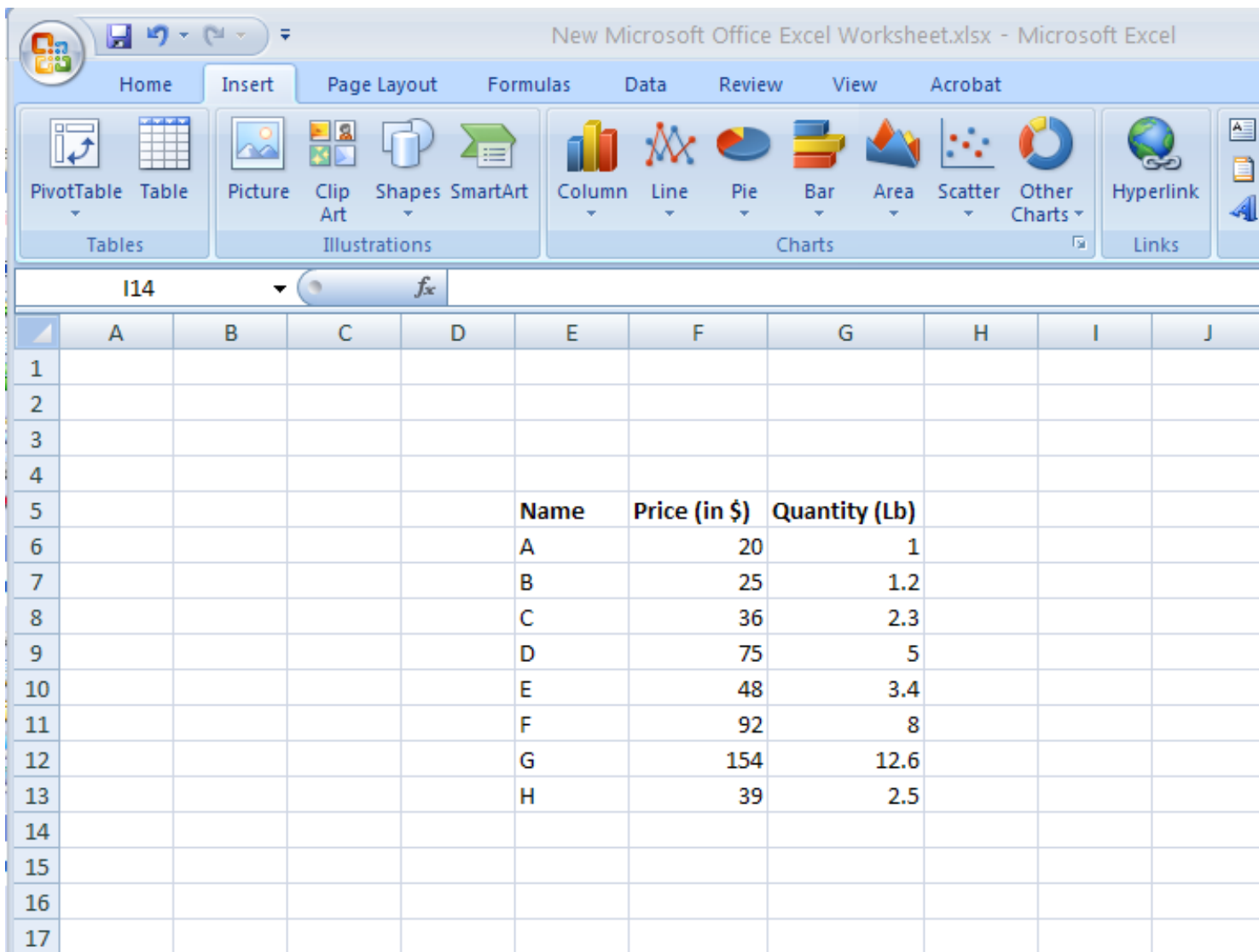
Subject : VLOOKUP

Application (Version): Microsoft Excel 2007

Task Description: How do I use VLOOKUP Function

Tutorial: 29 March, 2010, by Nathan Smith

VLOOKUP



The screenshot shows the Microsoft Excel 2007 interface. The title bar reads "New Microsoft Office Excel Worksheet.xlsx - Microsoft Excel". The ribbon is set to "Insert", with the "Charts" group selected. The worksheet grid shows columns A through J and rows 1 through 17. A data table is present in the following cells:

	A	B	C	D	E	F	G	H	I	J
1										
2										
3										
4										
5					Name	Price (in \$)	Quantity (Lb)			
6					A	20	1			
7					B	25	1.2			
8					C	36	2.3			
9					D	75	5			
10					E	48	3.4			
11					F	92	8			
12					G	154	12.6			
13					H	39	2.5			
14										
15										
16										
17										

Microsoft Excel includes a VLOOKUP Function which stands for Vertical Lookup and helps in finding a specific information in a vast data tables such as in list of names in a contact list etc. Enter the data. (Try to avoid the blanks in rows and columns)

The screenshot shows the Microsoft Excel interface with the following data table:

	A	B	C	D	E	F	G	H	I	J	K		
1													
2													
3													
4													
5					Name	Price (in \$)	Quantity (Lb)						
6					A	20	1						
7					B	25	1.2						
8					C	36	2.3						
9					D	75	5						
10					E	48	3.4						
11					F	92	8						
12					G	154	12.6						
13					H	39	2.5						
14													
15					VLOOKUP Exercise								
16													
17					G	=VLOOKUP(E17,E6:G13,2,FALSE)							
18													
19													
20													

The formula bar shows: `=VLOOKUP(E17,E6:G13,2,FALSE)`

The formula tooltip for cell F17 is: `VLOOKUP(lookup_value, table_array, col_index_num, [range_lookup])`

Defining the VLOOKUP Values. The Excel VLOOKUP uses four kinds of information.

- lookup_value:** This is the value or the information you have and you are looking for the corresponding price or quantity of it. For example, G in our case. Note : It has to be in the column i.e. in our case the lookup_value G has to be located in the same column E.
- table_array:** This is the range for your lookup table. For example E6:G13 in our case.
- col_index_num:** This is the number of the column on your table. For example if you need the price of the lookup_value enter 2 and if you need the quantity enter 3.
- [range_lookup]:** This is the logical value (True Approximate Match or False Exact Match).
If True or if this argument is omitted, vlookup will use an approximate match if it cannot find an exact match to the lookup_value. If an exact match is not found it uses the next largest value. If False, it will only use an exact match to the lookup_value. If there are two or more values in the first column of table_array that match the lookup value, the first value found is used. If an exact match is not found, an #N/A error is returned.

New Microsoft Office Excel Worksheet.xlsx - Microsoft Excel

Home Insert Page Layout Formulas Data Review View Acrobat

PivotTable Table Picture Clip Art Shapes SmartArt Column Line Pie Bar Area Scatter Other Charts Hyperlink Links Text Box Header & Footer WordArt

F17 f_x =VLOOKUP(E17,E6:G13,2,FALSE)

	A	B	C	D	E	F	G	H	I	J	K
1											
2											
3											
4											
5					Name	Price (in \$)	Quantity (Lb)				
6					A	20	1				
7					B	25	1.2				
8					C	36	2.3				
9					D	75	5				
10					E	48	3.4				
11					F	92	8				
12					G	154	12.6				
13					H	39	2.5				
14											
15					VLOOKUP Exercise						
16											
17					G	154					
18											
19											
20											

Thus, VLOOKUP(E17,E6:G13,2,FALSE) = 154

The screenshot shows the Microsoft Excel interface with the following data table:

Name	Price (in \$)	Quantity (Lb)
A	20	1
B	25	1.2
C	36	2.3
D	75	5
E	48	3.4
F	92	8
G	154	12.6
H	39	2.5

The formula bar shows the formula: `=VLOOKUP(E17,E6:G13,3,FALSE)`. The cell E17 contains the value 'G'. A tooltip for the VLOOKUP function is visible at the bottom right of the screen.

Now Let's enter the col_index as 3 to find out the the Quantity of the lookup_value G.

	A	B	C	D	E	F	G	H	I	J
1										
2										
3										
4										
5					Name	Price (in \$)	Quantity (Lb)			
6					A	20	1			
7					B	25	1.2			
8					C	36	2.3			
9					D	75	5			
10					E	48	3.4			
11					F	92	8			
12					G	154	12.6			
13					H	39	2.5			
14										
15					VLOOKUP Exercise					
16										
17					G	12.6				
18										

We can see that by entering the the col_index as 3 we get the corresponding column value of the lookup_value.

Thus, $VLOOKUP(E17,E6:G13,3,FALSE) = 12.6$

New Microsoft Office Excel Worksheet.xlsx - Microsoft Excel

Home Insert Page Layout Formulas Data Review View Acrobat

PivotTable Table Picture Clip Art Shapes SmartArt Column Line Pie Bar Area Scatter Other Charts Hyperlink Links

F18

	A	B	C	D	E	F	G	H	I	J
1										
2										
3										
4										
5					Name	Price (in \$)	Quantity (Lb)			
6					A	20	1			
7					B	25	1.2			
8					C	36	2.3			
9					D	75	5			
10					E	48	3.4			
11					F	92	8			
12					G	154	12.6			
13					H	39	2.5			
14										
15					VLOOKUP Exercise					
16										
17					Z	#N/A				
18										
19										

Now lets lookup for a value which is not in the table_array for example **Z**, we get a #N/A reply for Z.
 Thus, $VLOOKUP(E17,E6:G13,2,FALSE) = \#N/A$