Spreadsheets

Vlookups

100

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Task Overview

Objectives

Understand the use of the Vlookup function

Understand the use of absolute cell referencing.

Understand the use of an nested if statement.

Understand the used of the different count functions.

Understand the use of the sumif function.

Outcomes Time

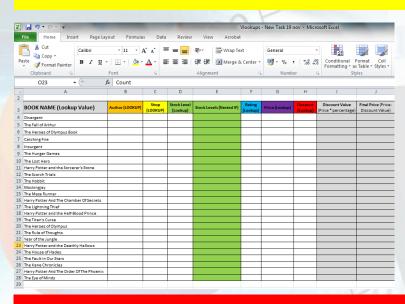
Complete the vlookup task.

Task 1 to Task 4

Vlookup

Using VLOOKUP is similar to looking up a person's name in a telephone book to get a telephone number.

VLOOKUP looks at a value in one column, and finds its corresponding value on the same row in another column.



2 3 4 5 6	BOOK NAME (Lookup Value) Catching Fire The Fall of Arthur	Author Suzanne Collins	Shop	Stock	Rating	Price	Discou
3 4 5 6	The Fall of Arthur	Suzanne Collins					nt
4 5 6			Amazon	5	5*	£ 4.00	10%
5 6		J. R. R. Tolkien	Powell's Books	4	5*	€ 6.00	5%
6	Harry Potter And The Goblet Of Fire	J. K. Rowling	Virgin	0	4"	€ 4.00	7%
	Insurgent	Veronica Roth	Powell's Books	15	3.	€ 5.00	5%
	The Hunger Games	Suzanne Collins	Amazon	0	5.	€ 4.00	5%
7	The Heroes of Olympus	Rick Riordan	Powell's Books	12	5.	€ 4.00	10%
8	Harry Potter and the Sorcerer's Stone	J. K. Rowling	Books A Million	0	4.	€ 4.00	7%
9	Allegiant	Veronica Roth	Amazon	4	5.	€ 6.00	5%
10	The Fault in Our Stars	John Green	Amazon	0	3.	€ 4.00	5%
11	Mookingjay	Suzanne Collins	abebooks	3	5.	€ 4.00	7%
12	The Scorch Trials	James Dashner	abebooks	0	5.	€ 4.00	5%
13	Harry Potter And The Chamber Of Secrets	J. K. Rowling	Virgin	0	4*	€ 6.00	5%
14	The Lightning Thief	Rick Riordan	Amazon	4	5*	€ 4.00	10%
15	The Maze Runner	James Dashner	abebooks	- 11	4"	€ 4.00	7%
16	Looking for Alaska	John Green	Amazon	0	3*	€ 6.00	5%
17	The Last Olympian	Rick Riordan	Virgin	8	5*	€ 5.00	5%
18	The Rule of Thoughts	James Dashner	Powell's Books	0	5*	€ 6.00	7%
19	The Titan's Curse	Rick Riordan	abebooks	3	5*	€ 4.00	5%
20	Harry Potter and the Deathly Hallows	J. K. Rowling	Amazon	6	5*	€ 4.00	7%
21	Gregor The Overlander	Suzanne Collins	Amazon	5	5*	€ 4.00	10%
22	Divergent	Veronica Roth	abebooks	15	5*	€ 6.00	7%
23	The Lost Hero	Rick Riordan	Amazon	0	4.	€ 4.00	5%
24	The Death Cure	James Dashner	Amazon	4	5.	€ 6.00	5%
25	Harry Potter and the Half-Blood Prince	J. K. Rowling	Amazon	0	4.	€ 4.00	10%
26	Year of the Jungle	Suzanne Collins	Amazon	3	5*	€ 6.00	7%
	The Hobbit	J. R. R. Tolkien	Powell's Books	14	3*	€ 4.00	5%
28	The Heroes of Olympus Book	Rick Riordan	Virgin	2	5*	€ 4.00	5%
	Harry Potter And The Order Of The Phoenic	J. K. Rowling	Amazon	12	5*	£ 4.00	5%
30	The Eve of Minds	James Dashner	Amazon	2	5*	€ 6.00	10%
		J. K. Rowling	Amazon	0	4*	€ 4.00	5%
	Task 1 Task 1 - LOOKU		k 2 / Task 3	Task	4 / 🌣	/:	

Table_Array or lookup table

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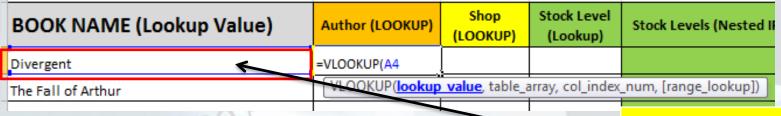
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We need to use a lookup function to find the corresponding data from the lookup table for each book title.

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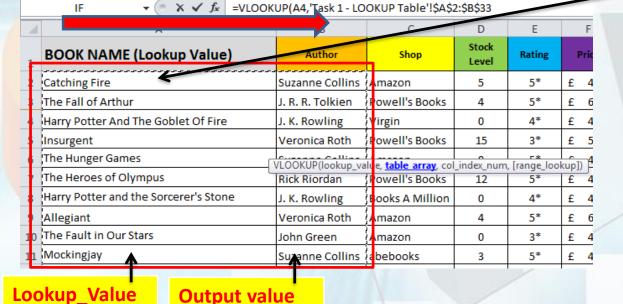
Vlookup

1. Lookup_Value



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2. Table_Array



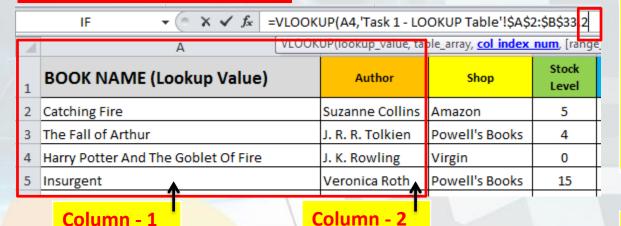
1) Select the lookup value. The lookup value will appear also in the lookup table (table_array).

2) Select the lookup table (table_array). This may be in the same sheet or another sheet. Select the lookup value and then the output value.

Make sure you absolute cell reference the table_arrray.

Vlookup

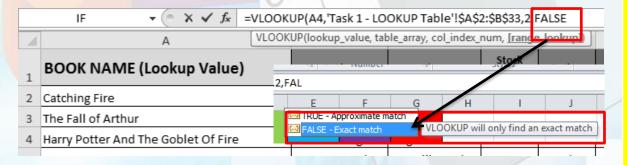
3. col_Index_num



3) Select the column in the table for the output value.

In this example the author is in the second column of the selected table so therefore you would write 2.

4. Range_Lookup



4) You need to select false which is an exact match. This means the Vlookup will only find an exact match for the output value.

Remember to close the brackets.

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Plenary – Refer to the Lesson Objectives

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Plenary Task (Q&A)

Discuss the advantages of using the vlookup function.

Discuss the levels pupils have achieved for this task.