Comparing the STUD10, ADM15 and the INTEG15 using VLOOKUP

VLOOKUP can compare columns within a worksheet to find the same or similar values. In this case we would use this tool to confirm that the student has made it to the **ADM15**.

- 1. Pull your STUD10 (Enrollment), ADM15, and INTEG15 reports from ADE Connect, AzEDS Portal
- 2. Create one worksheet for all reports, and format data as a "Table"
- 3. Add column to the left most section of the STUD10 worksheet
- 4. Click on the FORMULAS tab in Excel and click on Lookup & Reference, find VLOOKUP from the dropdown

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VLOOKUP						
Lookup_value	any					
Table_array	is number					
Col_index_num	i number					
Range_lookup	🐹 = logical					
Looks for a value in the leftmost column of a table, and then returns a value in the same row from a column you specify. By default, the table must be sorted in an ascending order. Lookup_value is the value to be found in the first column of the table, and can be a value, a reference, or a text string.						
Looks for a value in the leftm specify. By default, the table	iost coumm or a table, and then returns a value in the same row from a column you must be sorted in an ascending order. skup_value is the value to be found in the first column of the table, and can be a value, a reference, or a text string.					
Looks for a value in the leftm specify. By default, the table Loo	iost column or a table, and then returns a value in the same row from a column you must be sorted in an ascending order. kup_value is the value to be found in the first column of the table, and can be a value, a reference, or a text string.					

Lookup_value = The value you want to find. Such as a StateStudentID#

Table_array = The range of cells that contains the value you want to find. Select **ADM15**

Col_index_num = The column in that range of cells that contains the value you want to see.

Range_lookup = Type True or False

FALSE gives you an exact match where if you enter TRUE, or leave the argument blank, the function returns an approximate match of the value you specify in argument 1.

Function Arguments	-	-	Processory	? X	
VLOOKUP					
Lookup_value	[@StateStudentID]	=	31881934		
Table_array	'ADM15'!L:AH	=	{}		
Col_index_num	23	=	23		
Range_lookup	False	=	FALSE		
 0.5 Looks for a value in the leftmost column of a table, and then returns a value in the same row from a column you specify. By default, the table must be sorted in an ascending order. Range_lookup is a logical value: to find the closest match in the first column (sorted in ascending order) = TRUE or omitted; find an exact match = FALSE. 					
Formula result = 0.5					
Help on this function			ОК	Cancel	

	А	В	С	D	
1	Columr 💌	SchoolCTDS 💌	SchoolName 💌	GradeLevel 💌	Distrie
2	0.5	123456789	SchoolName	KG	
3	#N/A	123456789	SchoolName	KG	
4	#N/A	123456789	SchoolName	KG	
5	#N/A	123456789	SchoolName	KG	
6	#N/A	123456789	SchoolName	KG	
7	#N/A	123456789	SchoolName	KG	
8	#N/A	123456789	SchoolName	KG	
9	#N/A	123456789	SchoolName	KG	
10	#N/A	123456789	SchoolName	KG	
11	#N/A	123456789	SchoolName	KG	
12	#N/A	123456789	SchoolName	KG	
13	#N/Δ	123456789	SchoolName	KG	

Advanced: Other formulas to reconcile student data and ADM

- 1. **SUM**= sums any number of arguments
- COUNT= counts the number of cells in the arguments that have a number in them

ſ	=vlookup(
	VLOOKUP(lookup_value, table_array, col_index_num, [range_lookup])						
	-						_

- 3. COUNTA= counts the number of cells in the arguments that are non-empty, regardless of the data type
- 4. **IF**= checks a condition and acts in one of two ways. You pass the condition and both actions as arguments
- 5. CONCATENATE = combines text into one cell, you can give it text or cells as arguments
- 6. SUMIF= sums the items in a "sum range" if a condition is met
- 7. SUMIFS= sums the items in a "sum range" if multiple conditions are met
- 8. COUNTIF= counts the items in a range of cells if a condition is met
- 9. COUNTIFS= counts the items in a range of cells if multiple conditions are met