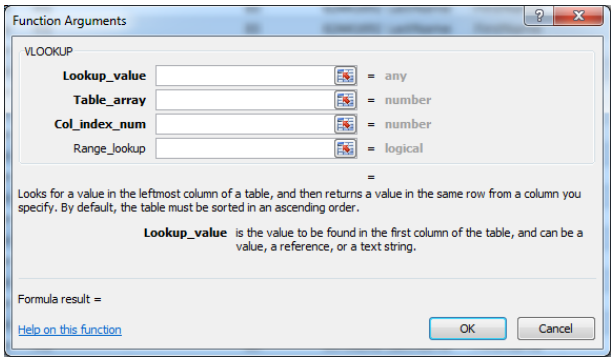
Comparing the STUD10, ADM15 and the INTEG15 using VLOOKUP

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



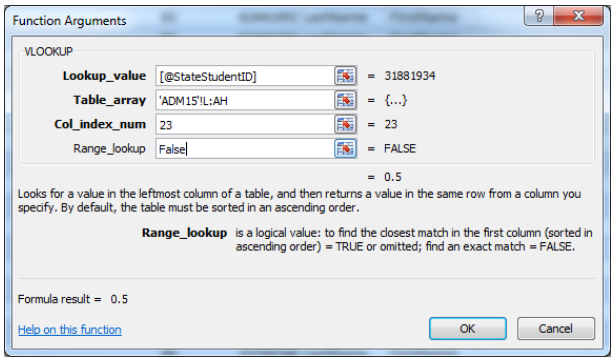
Lookup_value = The value you want to find. Such as a StateStudentID#

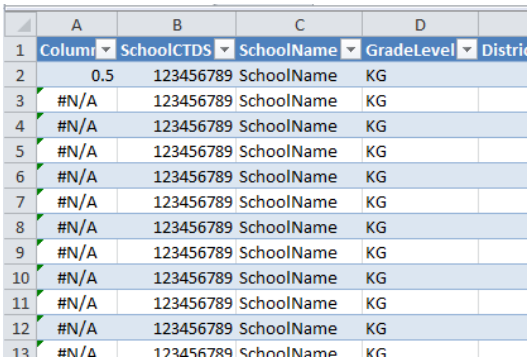
Table_array = The range of cells that contains the value you want to find. Select **ADM15**

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

Range_lookup = Type True or False

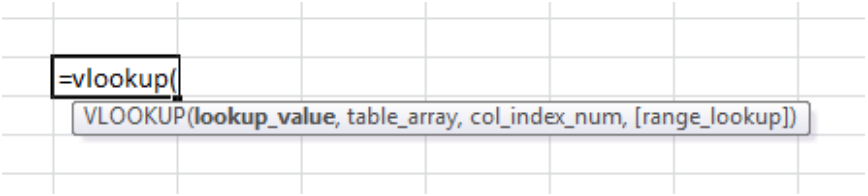
FALSE gives you an exact match where if you enter TRUE, or leave the argument blank, the function returns an approximate match of the value you specify in argument 1.





	A	B	C	D
1	Columi	SchoolCTDS	SchoolName	GradeLevel
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/A	123456789	SchoolName	KG

Advanced: Other formulas to reconcile student data and ADM



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