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How to add on google sheets

Summing numbers in a column is a fundamental task in Google Sheets, and there are multiple ways to do it efficiently. This guide will walk you through four quick and effective methods to sum a column of numbers automatically. The goal here is to save time, so I'll make sure to include screenshots and animated gifs that show each step. Note that these methods work just as well in Microsoft Excel as they do in Google Sheets. The SUM function works the same way in both programs. Adding some cells or a column is among the most common things users do in Google Sheets. You can use multiple functions to add up a column in Google Sheets, including the SUBTOTAL and SUM functions. Here's the simplest way to make Google Sheets add up a column. Type the equals sign (=) into the cell you want to return the total. Type SUM(. Select the range you want to add up and press "Enter." For example, here is an example of the SUM formula for a column in Google Sheets: =SUM(A1:A11) The GIF below shows the sums of the cell numbers from A2 to A11.Note that I'm highlighting the cells in column A, then inserting the SUM formula in cell C2. That automatically gives me the total amount. That's the quick answer. It's also possible to get the subtotal of a column. I'll explain that next. Note that this method sums the whole column. It doesn't just get a partial list. The subtotal for every value in column A gets added to the value in C2 when we use the auto-sum feature. Easy formula with step by step instructions: Type the equals sign (=) into the cell you want to return the total Type SUM(Select the column header or type the column's name (A:A for column A as an example) Press "Enter" Here is what a full formula summing Column A would look like: =SUM(A:A) As you can see in the example above, I can add additional information later. I added numbers beyond cell A11 without updating the SUM function column. It automatically incorporates those new numbers because the syntax accepts all numbers within my chosen column. That's helpful for large data sets, especially those without duplicate data. Note: For this to work, you must enter the formula in a cell, not in the same column. Keeping it in the same column will give a reference error, as there would be a circular reference issue. Google Sheets is a smart program that often suggests the range as you type. If it looks correct, press "Enter" instead of continuing to type. That's the autocomplete feature. One of my favorite ways to review a function in Google Sheets is to examine its variables. For example, here is the syntax for the SUM formula in Google Sheets: =SUM(value, [value2], ...) The Google Sheet sum formula is pretty simple, especially when you break down the components: =SUM: This indicates the function name. It informs Google Sheets about the type of calculation to make. Value: This represents the necessary argument for the function to work (I'll walk you through some examples below to give you a better understanding) A comma: This is an essential component and must be included between each value to signify a new value. [value2]: This is optional in the Google Sheets formula for the sum of a column. It is only used when adding another argument to the SUM formula. If you don't want to sum the whole column, just select the cells you want to add. You can enter cells individually by selecting them with and holding the control button to create a dispersed set. Or, just click and highlight cells to sum a column range. The first two examples I gave you at the beginning of the article will be enough to finish the Google Sheets SUM of column answers you need in your spreadsheet. But, if you need to sum multiple columns or a range of cells, you'll need to dive a bit further. Here's what to know. To SUM multiple ranges of data, you can specify the two ranges with a comma in between. Here's how to get the sum of two columns in Google Sheets: Type =SUM(into an empty cell. Type or click and drag to select the first range of cells. Type a comma. Type or click and drag to select the second cell range and put a closing parenthesis. Press "Enter." Here's an example of what a formula to sum multiple ranges would look like =SUM(A1:A13, B1:B13) You can also use the SUMIF function if you want to make this even smarter. SUMIF allows you to add sums if they meet specific criteria. You can also add numbers using single values. Type =SUM(into an empty cell Click each cell you want to include and type a comma between each click. Add a closing bracket and press Enter Note: You can also type values instead of cell references, like in the example formula below =SUM(A2, B2, C5, 15) Said another way, this allows you to choose only specific values from specific cells instead of a cohesive range. You can combine or sum ranges or single-cell values to merge your data. You have to use what you learned from the last two examples. Here's how to add columns in Google Sheets from multiple ranges: The range selector is one way to choose what to add, but it pairs with single cells, too. Just add a comma, then type the name of the cell you want to include. That adds it to the calculation even if it's outside the range. Type =SUM(into an empty cell. Click and drag over each range you want to include with commas between each. Repeat the previous steps with individual cells. Add a closing bracket and press "Enter." =SUM(A1:A13, B1:B13, C5) Here's a 2-minute video on how to auto sum in Google Sheets! It focuses on how to sum a column, how to sum a range, and the quickest way to find a sum (even without a formula). In my personal experience, these are the best summation hacks in any spreadsheet software. You can also find the sum of a column without using a formula. All you need is the status bar, which adds the numbers in a range to display the cell value in which you have built your formula. To find the sum of a column using the status bar, follow the steps below: Step 1: Select the data range Step 2: Click on the status bar at the bottom right corner of the screen. Step 3: You'll find the options Sum, Average, Min, Max, and Count. Select "Sum." This will show you the sum of the data in the column and allow you to keep a consistent running total in Google Sheets. However, it won't return the results to any cell in your spreadsheet. You can use the above method for rows too. You have to use the cell references for the row instead of the column, like so: As you can see, it works the same as columns with cell references. It also works the same if you want to sum the entire row. For example, to sum up Column B, you would use B:B as the criteria. Similarly, to learn how to sum the column in Google Sheets, use 1:1 as the argument, like in the example below. Remember, you must ensure the cell performing the calculation is not in the same cell to avoid a #REF! Error. An alternative shortcut to find the total value of a column is to use the functions button instead of typing the SUM function. This can improve your navigation and efficiency because it eliminates the need for manual input. Follow these steps to learn how: Select the empty cell to perform the calculation. Click the Σ function shortcut. Click SUM. Click and drag over the range or type the range. Press "Enter." Basically, this is a quick way to insert the SUM function without having to type it out. Just click the button, select cells to add, and hit the enter key. If you're considering combining two pieces of text into one value using the addition operator or the ADD function, expect Google Sheets to display the wrong formula. This is because it doesn't work like Python, a coding language that allows you to add two strings with a plus sign (+). Instead, you may want to check out the CONCAT and CONCATENATE functions when combining texts in a spreadsheet. To learn more about these functions, read our tutorial on How to Append Text to Each Cell in a Column in Google Sheets to learn more about adding strings. You can also perform most of the functions in the Google Sheets mobile app, including the Google Sheet sum of a column function. Here's how to sum a column in Google Sheets using the mobile app: Tap the cell where you want the results. Tap "Enter" text or formula to display the keyboard. Type the SUM formula into the text box. Select the cells in the column you want to add up. Once you're done, tap the checkmark. The formula will return the sum of the column selected in the cell. If you need to add cells together, you can also try inputting the two numbers you want to add into separate cells. Then, you can use the addition equation to give you the correct sum. Follow the steps below to learn how to do it: In the first cell, put your first addend. Then, select another cell and place the second addend. Next, click another cell and input the following syntax: =B2+C2 After that, press "Enter" or "Return" to see your results. Your sum will automatically change as you modify the addends entered in your cells. This way, you can create a foolproof formula while using an automatic calculator. In my article on how to add in Google Sheets, this process relies on the SUM function. If you haven't read the article, here is a simple recap. When you use the SUM function in Google Sheets, it returns the sum of all the numbers in the column into the cell. Google Sheets will predict the SUM formula for you as a suggestion. These guesses are often correct, but it is always worthwhile for you to double-check the data to ensure there are no mistakes. The SUM function is one of the most straightforward formulas to use in Google Sheets once you get the hang of it. And, when you've had enough Google Spreadsheet sum of column practice, you'll feel more comfortable tackling complicated formulas. Now you know how to sum a column in Google Sheets. But there's still plenty more to learn about spreadsheets. Check out some guides below, or consider taking a spreadsheet course to increase your knowledge. Related: One of the most useful things that you can do with Google Sheets, is mathematics. Whether you are simply wanting to solve simple math problems, or whether you have calculations that need to be performed on a set of data, doing math in a Google spreadsheet is very easy if you know the right symbols to use. To do math in a Google spreadsheet, follow these steps: Type an equals sign in a cell (=) Type a number, or a cell reference (of a cell that contains a number) Then use one of the following mathematical operators + (Plus), – (Minus), * (Multiply), / (Divide) Type another number or cell reference Press "Enter" on the keyboard Scroll down to check out the detailed examples and see a wide variety of ways that you can do math in a Google spreadsheet. In this article I am going to show you how to do math in a Google Spreadsheet, by using ordinary numbers and cell references… and I will also show you the difference between mathematical functions, and mathematical operators. Click here to get your Google Sheets cheat sheet Or click here to take the dashboards course If you are new to using Google Sheets formulas, it can be very tempting to use the mathematical functions such as =Add, =Subtract, =Minus, =Divide… and these functions do work… but it is much easier and more common to use spreadsheet operators when doing Addition, Subtraction, Multiplication, and Division in Google Sheets (and squaring too). Some of these mathematical operators (listed below) are very intuitive, such as Plus (+) and Minus (-), however not all all super obvious, such as the symbol/operator multiplication, which you may think would be the letter "x"… but is actually an asterisk (*). For summing and square rooting, functions are required for doing this type of math problem instead of operators. Plus sign (+) ~ Addition Minus sign (-) ~ Subtraction Asterisk (*) ~ Multiplication Forward Slash (/) ~ Division Caret (^) ~ Exponent =ADD(~ Addition =MINUS(~ Subtraction =MULTIPLY(~ Multiplication =DIVIDE(~ Division =SUM(~ Summing =POWER(~ Exponent / Power =SQRT(~ Square Root Check out this math problem solver template to easily solve a variety of basic – advanced math problems. Or check out the math problem generator to quickly create math problems, or to take math test right in a spreadsheet! The order of operations that is taught in normal math classes, also apply in a Google Spreadsheet. The easiest way to make sure that your mathematical formulas are solved in the order that you expect, is to use more parentheses to isolate your needed numbers/terms The order of operations in a spreadsheet goes as follows: P (Parentheses) E (Exponents) M (Multiplication) D (Division) A (Addition) S (Subtraction) Here is an example of how the order of operations applies to a math problem: =(6-3)+2^2/4*4-1 =(3)+2^2/4*4-1 =(3)+4/4*4-1 =(3)+1*4-1 =(3)+4-1 =7-1 =6 While setting up math formulas in your Google spreadsheet, you can type numbers directly into the formula, or you can also refer to a cell that has a number inside of it…. or you can use a mix of the two where needed. The big advantage to using cell references in your formulas, is that you can easily change the number inside of the cell, and therefore the number in your formula… without having to alter the formula itself. This is made even more useful when you have multiple formulas that use the same cell reference. Whether you should type the numbers directly into the formula, or if you should enter the numbers into cells and then refer to those cells in your formula… all depends on your specific task. If you plan to change a number quite frequently, then it is best to use a cell reference. But if you are applying a constant in your formula that will not change, it may be better just to type the number in the formula. There are several examples of this shown below with images included, but here is a quick explanation of using cell references vs. plain numbers in mathematical spreadsheet formulas. For example, if you wanted to do a simple math problem, using Google Sheets like a calculator, you could type something like the following into a cell: =27/3 This will display an answer of "9", in the cell. But if you want you can also enter the numbers into cells, and do math by referring to those cells. A cell reference is a letter followed by a number… the letter refers to the column, and the number refers to the row. So for example if you wanted to "refer" to a cell in your formula, you would type the reference or cell address, which again is the column letter followed by the row number. So the very first cell in a spreadsheet, in column A and row 1, as cell A1. If you entered the number "27" into cell A1, and the number "3" into cell B1, you could use the following formula in any other cell: =A1/B1 This will also display an answer of "9" in the cell. In many cases you will want to use cell references and numbers, like this. =A1/3 This will also give an answer of "9", assuming that the number "27" is entered into cell A1. You will probably want to be able to apply calculations in your spreadsheet to multiple cells easily and quickly, and so I want to show you two ways of doing this. (The final examples in this lesson will demonstrate both of these methods with an image included). Option 1: After entering a math formula in a cell, copy and paste the cell/formula into the cell(s) below, and the formula will be copied into each individual cell. If there are cell references in your formula, they will adjust automatically as they are copied into the rows below. Click here to learn how to quickly copy formulas down an entire column. Option 2: You can also use the ARRAYFORMULA function to make your mathematical formulas apply to multiple cells. With ARRAYFORMULA, you can apply a single formula to multiple cells or an entire column. Let's begin with the different ways to add in Google Sheets. I'll show you how to add by using ordinary numbers, as well as by using cell references, and then I'll show you how to add more than two cells together. To add in Google Sheets simply type an equals sign in a cell (=), then type the numbers or cells (reference) that you want to add, separated by a plus sign (+), and then press "Enter". Here are three examples of addition formulas: The formula below does not have any cell references, and simply uses plain numbers to do math in Google Sheets, kind of like using a calculator. Pick any cell in your sheet, type the formula below, and then press "Enter". =100+200 The cell should display an answer of "300", as shown below. Now let's add by using cell references. Instead of typing numbers directly into our formula, this time we are referring to cells that have numbers inside of them, and telling the formula to add the numbers that are in those cells. Follow these steps to add in Google Sheets: Click on cell A1, then type the number "100", and then press "Enter" Click on cell A2, then type the number "200", and then press "Enter" Click on cell A3, then type "=A1+A2", and then press "Enter" Cell A3 should now display an answer of "300" Formula shown below: =A1+A2 You can also add more than two cells together in your spreadsheet. Simply continue typing the cell references that you want to add, separated by plus signs, and then press "Enter" when your formula is complete. After typing a plus sign, or any other mathematical operator for that matter, you can also click on the cell that you want to refer to rather than having to type the reference. Formula shown below: =A1+A2+A3+A4+A5+A6+A7 If the cells that you are adding together are all in the same column or row, the easiest way to add them is by "summing" them, which I will show you in just a moment… but when the cells that you are adding are not adjacent, this is when adding multiple, individual cells becomes extremely useful. If your sheet has numbers entered in varying locations that you want to add together, you can do so by using a formula like one that is shown in the example below. Formula used in example: =A1+B2+C3 Using the ADD function to add is much less common and less useful than using the plus sign operator, but here is an example that shows how to use it in case you have a need for it. Formula shown below: =ADD(100,200) The SUM function is an extremely useful formula that will allow you to sum entire rows, columns, or specified ranges. To sum in Google Sheets, begin by typing "=Sum(", then type the range of cells that you want to sum, for example "B1:B100", type a closing parentheses ")", and then press "Enter". Let's say that you have a column of numbers that you want to add, but you don't want to have to have a long formula that adds lots of individual cells. This is where you would use the SUM function. To total an entire column in a Google spreadsheet, do either of the following: Use the cell at the top of the column to enter a formula like this, which sums all of the cells below it: =SUM(C1:C) Or use a cell that is below the range that you want to sum, and enter a formula that contains the range of cells that are above it. In other words, for example if your SUM formula is in cell C100, then to sum the numbers in column A that are above your formula, make sure you specify an ending row in the range that is less than 100, like this: =SUM(C1:C99) Formula shown in example image below: =SUM(A1:A7) Note: If the range in your sum formula contains the cell that your formula is entered in, it will cause a circular dependency error. Now let's go over the different ways to subtract in a Google spreadsheet. Again I will show you how to subtract by using numbers alone, and I will also show you how to subtract with cell references. To subtract in Google Sheets, type an equals sign in a cell (=), then type the numbers or cell references (i.e. A1) that you want to subtract with a minus sign (-) between them, and then press "Enter". Here are three examples of subtraction formulas: Here is an example that shows how to subtract by simply using numbers directly in the formula. Formula shown in example below: =700-300 After entering the formula above into a cell in your spreadsheet, and the cell will display an answer of "400". You can also use cell references to subtract... where the numbers that you want to subtract from one another are entered in cells, and where you then refer to those cells within the formula to perform your calculation. Using cell references to subtract will allow you to change the numbers that your formula refers to very quickly and easily, without having to modify your formula. Follow these steps to subtract in Google Sheets: Click on cell A1, then type the number "3000", and then press "Enter" Click on cell A2, then type the number "1000", and then press "enter" Click on cell A3, then type "=A1-A2", and then press "Enter" Cell A3 should now display an answer of "2000" Example formula: =A1-A2 Here is an example that shows how to subtract by using the MINUS function. Formula shown below: =MINUS(700,300) Now let's go over how to multiply in a Google spreadsheet. Just like with addition and subtraction, you can choose whether you want to use ordinary numbers in your formula, or whether you want to use cell references… or a mix of the two. To multiply in a Google spreadsheet, first type an equals sign in a cell (=) , then type the numbers or cell references that you want to multiply with an asterisk (*) separating them, and then press "Enter". Here are three quick examples of multiplication formulas: If you want, to multiply you can use your spreadsheet like a calculator, and simply type a formula like the one shown below, which does not use any cell references and had its numbers typed directly into the formula bar. Formula shown in example: =10*7 Enter the formula above into a cell in your sheet, and the cell will display an answer of "70". Again just like with addition and subtraction, you can use cell references in your multiplication formulas, where the numbers that you want to multiply are entered into individual cells, and where your formula refers to those cells to designate the values to be multiplied. Follow these steps to multiply in Google Sheets: Click on cell A1, then type the number "7", and then press "Enter" Click on cell B1, then type the number "7", and then press "Enter" Click on cell C1, then type "=A1*B1", and then press "Enter" Cell C1 should now display an answer of "49" Formula shown below: =A1*B1 The example below shows how to multiply by using the MULTIPLY function. However it is much more common and easy to use the operator method shown above. Formula shown below: =MULTIPLY(10,7) Now I'll show you how to divide in your Google spreadsheet. Once again, I'll show you the difference between using ordinary numbers vs. using cell references to divide… and I'll also show you the difference between using an operator vs. a function to divide. To divide in a Google spreadsheet, start by tying an equals sign in a cell (=), then type the numbers (or references to cells with numbers) that you want to divide, separate them with a forward slash (/), and then press "Enter". Here are three simple examples of division formulas: Note that just like when using a calculator, you cannot successfully divide by 0 in a spreadsheet. If your denominator (number "on bottom" or after the slash) is 0, your division formula will display a #DIV/0 error. This error can be handled by using the IFERROR function which will allow you to specify what value should be displayed if the formula has an error. Here are two examples of handling the #DIV/0 error: =IFERROR(C1/C2,0) =IFERROR(C1/C2,"Error") Here is an example that shows how to divide by using numbers only, without referring to any cells in the sheet. Formula shown below: =100/5 Enter the formula above into any cell in your sheet, and the cell should display an answer of "20". If you want, you can enter the numbers that you want to divide into individual spreadsheet cells, and then refer to those cells in your division formula. This will be especially useful if you plan to change one or more of the values in your formula over time. Follow these steps to divide in Google Sheets: Click on cell A1, then type the number "99", and then press "Enter" Click on cell B1, then type the number "11", and then press "Enter" Click on cell C1, then type "=A1/B1", and then press "Enter" Cell C1 should now display an answer of "9" Formula shown below: =A1/B1 This example will show you how to divide in a Google spreadsheet by using the DIVIDE function. Formula shown below: =DIVIDE(100,5) This content was originally created and written by SpreadsheetClass.com Squaring numbers in a Google spreadsheet is just as easy as the four basic mathematical operations that we have went over so far. In a spreadsheet, a caret "^", symbolizes "To the power of", meaning that this is how we express an exponent in a spreadsheet… by combining a caret with a number. So "^2" means "To the second power", or simply "squared". You can also choose any other number than 2 to raise a number to a specified power/exponent, such as cubing: "^3" To square numbers in Google Sheets, type a numbers or a cell reference (to a cell containing a number), then type a caret "^", then type the number "2", and then press "Enter". Here are a couple examples of squaring formulas: The simplest way to square a number i your spreadsheet, is to simply type a formula like the one below. Formula shown in the example image below: =2^2 Enter the formula above into any cell in your spreadsheet, and the cell should show an answer of "4". Just like with the other math operations, you can type the number that you want to square into a cell, and the (in another cell) refer to the cell with the number inside it with/in your square formula, as shown below. Follow these steps to square numbers in Google Sheets: Click on cell A1, then type the number "2", and then press "Enter" Click on cell B1, then type =A1^2, and press "Enter" Cell B1 should now display an answer of "4" Formula used in the example below: =A1^2 There is also a function that can be used to square, and it is called POWER. This function can also be written as simply POW. Here is an example of how to use this function. Formula shown below: =POWER(2,2) Formula alternative: =POW(2,2) If you need to square root a number in your Google spreadsheet, you can use the SQRT function. To square root in Google Sheets, in any cell simply type "=SQRT(", then type a number of your choice, type a closing parentheses ")", and then press "Enter". Here are two examples of square root formulas: The most simple way to square root a number in your sheet, is to simply enter an ordinary number directly into the SQRT formula, as shown below. Formula used in example below: =SQRT(9) Enter the formula shown above into a cell in your spreadsheet, and then the cell should display an answer of "3". If you want to use a cell reference to designate the value that you want to square root, so that when you change the number in the cell it also changes your answer… you can do this with the SQRT function as well by simply typing a cell address/reference in the function. Follow these steps to square root in Google Sheets: Click on cell A1, then type the number "9", and then press "Enter" Click on cell B1, then type =SQRT(A1), and press "Enter" Cell B1 should now display an answer of "3" Formula used in example below: =SQRT(A1) Google Sheets can do much more than just simple math problems with two values. You can also set up math equations so that your sheet will automatically solve the equation as you enter/change the variables. Shown below is how to calculate the circumference and area in your spreadsheet, given a specified radius. Notice that these equations use numbers and cell references in the formula. The numbers entered directly into the formula, such as 3.14 (pi), which is a constant… and the cell references represent the radius, which is a variable and we want to be able to easily modify. Circle circumference spreadsheet equation (where A2 is the radius) =2*3.14*A2 Circle area spreadsheet equation (where A2 is the radius) =3.14*A2*A2 Alternative formula: =3.14*A2^2 In the image above you can see that the circumference formulas are entered in column B, and that the area formulas are entered in column C. There is a formula in each blue cell in the image… and each formula refers to the radius that is listed adjacent to it. This was done by copying and pasting the formulas at the top (row 2), into the cells below. When copying and pasting formulas like this, the cell reference will automatically adjust as the formula is pasted into the next row. This is how the circumference and area formulas each refer to the radius listed in its same row, because every time the formulas are pasted into the next cell below, the cell reference will also adjust by one row. Below you can see what the formulas will look like as they are copied into the rows below row 2 in the example above. Row 3: =2*3.14*A3 Row 4: =2*3.14*A4 Row 5: =2*3.14*A5 Row 3: =3.14*A3^2 Row 4: =3.14*A4^2 Row 5: =3.14*A5^2 =arrayformula(2*3.14*A2:A) =arrayformula(3.14*A2:A^2) Now let's take a look at using an equation that uses multiple types of operators in one formula. Below is an example that shows a calculation and comparison of two different services and how much each costs depending on the number of hours of service. Let's say that you are going to hire a photographer. They have a different base cost and a different hourly rate, and you want to know which one will cost the least… again depending on how many hours you will need to hire them for. To calculate the total cost of service for a given hourly rate, base cost, and number of hours… we will do the following: Take the hourly rate (Column C) multiplied by the number of hours (Column D), and then add the base cost (Column B). As you can see in the example image, the first formula is entered into cell E2: =B2+(C2*D2) This formula is then copied and pasted into the cells below to make the same calculation for each individual row of data. Due to the differences in base cost and hourly rate, one service will cost less overall when hired for a short amount of time, and the other service will cost less when hired for a longer period of time. In this example we can see that photographer 1 is cheaper when hired for 2 hours, but photographer 2 is cheaper when hired for 8 hours. Both photographers are comparable when hired for 4 hours. Let's summarize the main formulas that we went over in this lesson. Add by using cell references Add numbers, without cell references Add by using the ADD function Subtract by using cell references Subtract numbers, without cell references Subtract by using the MINUS function Multiply by using cell references Multiply numbers, without cell references Multiply by using the MULTIPLY function Divide by using cell references Divide numbers, without cell references Divide by using the DIVIDE function Square by using cell references Square numbers, without cell references Square numbers using the POWER function Square root by using cell references Square root numbers, without cell references Answer the questions below about math in Google Sheets, to refine your knowledge! Scroll to the very bottom to find the answers to the quiz. Which of the following formulas adds the numbers "5" and "10" together? Which of the following formulas multiplies the numbers "10" and "30" by each other? True or False: The order of operations in traditional math is the same as the order of operations in a spreadsheet (PEMDAS)? If the number "4" is entered in cell A1, and the number "3" is entered in cell A2, what is the answer to this formula: =A1-A2? Which of the following formulas can be used to add cells A1 through A5? =A1+A2+A3+A4+A5 =SUM(A1:A5) Both Question 1: 3 Question 2: 2 Question 3: 1 Question 4: 2 Question 5: 3