

6 Date Functions

	A	B	C	D	E
1	DATEDIF Function				
2					
3	Today's Date				
4					
5					
6	Formula ->				
7	DOB	Age	Years	Months	Days
8	01/01/2000				
9	02/04/1999				
10	23/07/2005				
11	05/05/2003				
12	25/10/1976				
13	31/10/1965				
14	02/09/1987				
15					

Instructions

- 1 Using desktop version of Excel create a workbook.
- 2 Input the data as shown above.
- 3 Center the heading "DATEDIF Function" across cells A1 to E1
- 4 Change the font to Arial size 16pt and colour Blue Accent 5 Darker 25%
- 5 Place a border around cell A4
- 6 Place all borders around all cells in the range B8 to E14
- 7 Input the correct formula into cell A4 to show the current date (eg Now or Today functions)
- 8 Input a function to calculate the age of each person by comparing the DOB to Todays Date (eg Yearfrac)
- 9 In the Years column Input a function to calculate the number of days from DOB to Todays Date (eg Datelf)
- 10 Replicate the formula for Months & Days columns
- 11 Create bar chart based on the data contained in the DOB and Age columns
- 12 Create a new workbook named "Bar Chart"
- 13 Cut the bar and paste it into the new Bar Chart worksheet
- 14 Save the workbook into your Spreadsheet Methods folder with the filename "6 Date Functions"

Solution

	A	B	C	D	E	F
1	DATEDIF Function					
2						
3	Today's Date					
4		27/10/2021				
5		=YEARFRAC(A8,TODAY())				
6	Formula ->	Or =Year(\$A\$4)-Year(A7)	=DATEDIF(A8,TODAY(),"Y")	=DATEDIF(A8,TODAY(),"M")	=DATEDIF(A8,TODAY(),"D")	
7	DOB	Age	Years	Months	Days	
8	01/01/2000	21.82	21	261	7970	
9	02/04/1999	22.57	22	270	8244	
10	23/07/2005	16.26	16	195	5940	
11	05/05/2003	18.48	18	221	6750	
12	25/10/1976	45.01	45	540	16438	
13	31/10/1965	55.99	55	671	20450	
14	02/09/1987	34.15	34	409	12474	
15						

Worksheet containing Bar Chart

