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### Excel 2007 Quick Reference Guide

EXCEL 2007 QUICK REFERENCE GUIDE Function Library Select the Formulas Tab ->Function Library >Choose between Insert Function (editing a formula), using the AutoSum button (automatically add, plus additional functions), Financial functions, and the additional functions you see in the above screen shot.

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. 1. Click into the cell to contain the function. 2. Type = and the name of the function. 3. Type the open parenthesis. 4. Observe the tooltip . 5. Fill in the arguments or click the

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