

The HLOOKUP Function

The HLOOKUP function works in a similar way to the VLOOKUP function but where the VLOOKUP function scans vertically down a column, the HLOOKUP function scans horizontally across a row. Of course, the data must be set up in an appropriate manner.

The function must be written in a specific format so that it works correctly:

HLOOKUP(lookup_value,table_array,row_index_num,range_lookup)

HLOOKUP(Cell where code is entered, the table of data A4:R12, Sale Price row which is 5, FALSE so an exact match is found)

	A	B	C	D	E	F	G
1	Good Byer Stores Australia Ltd						
2	Inventory - TV department						
3							
4	Code	G4241P	G4246	G4230	G4225	G4233	G4240P
5	Name	TV	TV	TV	TV	TV	TV
6	Supplier	DSE	JVC	SAMSUNG	SONY	FUJITSU	DSE
7	Specifics	106cm Plasm	106cm Plasm	106cm Plasm	106cm Plasr	106cm Pla	109cm Re
8	Sale Price	\$ 4,998	\$ 5,897	\$ 6,998	\$ 9,998	\$ 9,998	\$ 2,098
9	No on Hand	10	12	15	12	5	6
10	Value	\$ 49,980	\$ 70,764	\$ 104,970	\$ 119,976	\$ 49,990	\$ 12,588
11	Description	Bright picture	HDTV capabl	Built-in TV tu	Built-in TV tu	1024 x 10	Surround
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							

Enter Code	<input type="text" value="G5313"/>
Name	<input type="text" value="TV"/>
Supplier	<input type="text" value="SONY"/>
Specific	<input type="text" value="130cm Rear Projection TV"/>
Sale Price	<input type="text" value="\$ 4,998.00"/>
Description	<input type="text" value="Widescreen WEGA display, HDTV capable with a High Definition Set Top Box (not included), Memory Stick slot."/>

The HLOOKUP function could be used with the data above to display information about a specific product from the product code.

For example, if you were asked to look up the Sale Price of product code G4230, you would scan across the Code row until you found the code, then scan down the column to the Sale Price row to find that data— \$6,998 in this case. The HLOOKUP function works in the same way.

Loading the Sample File

To save you entering a large amount of data a sample file has been prepared for you and it needs to be opened from the PIT2 SUPPORT FILES.

1. Open the **HLOOKUP** file from the **SPREADSHEETS** folder of the **PIT Book 2 Support Files**.
2. Look at the file to familiarise yourself with it.

Completing the Formulas

Formulas are needed with a HLOOKUP function so that when a CODE is entered the details for this code will fill in to the form.

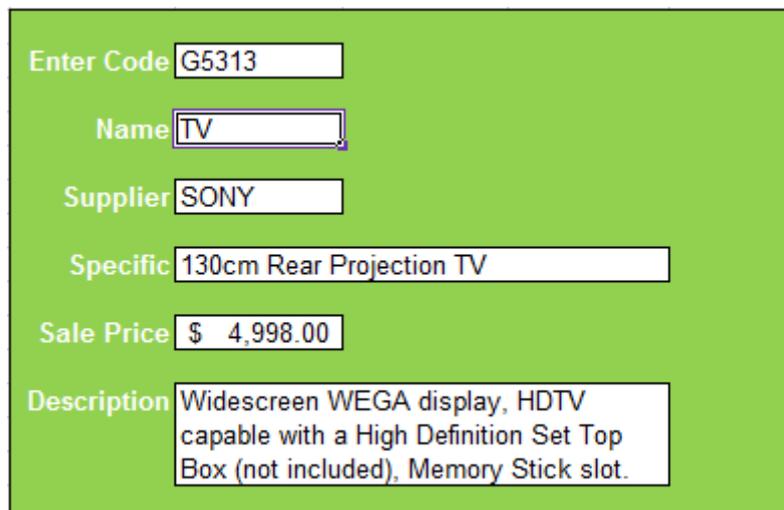
1. Click on cell **C15** and type **G5313** – a code so you can see what happens when the HLOOKUP function is used
2. Click on cell **C17** and enter the function to display the **Name** of the item given the value in **C15**.

=HLOOKUP(C15, A4:R12, 2, FALSE)

3. Click on cell **C19** and enter the function to display the **Supplier** of the item given the value in **C15**.

=HLOOKUP(C15, A4:R12, 3, FALSE)

4. Use the function in cells **C21**, **C23** and **C25** to display **Specific**, **Sale Price** and **Description**.



Enter Code

Name

Supplier

Specific

Sale Price

Description

Test the result

When entering formula you should always test the results to check you have entered it correctly.

5. Click on cell **C15** again and type another code such as **G7653**.
6. Check that all data displayed is accurately transferred from the table.
7. Try entering a code, say **GGG**, and check the results. You should get an error message.
8. Save and close the **HLOOKUP** file in your STORAGE folder

