ICAEW Excel 11 Rank

In this video, I'm going to talk to you about the rank function in Excel, which will run numbers in a list of numbers so they'll tell you which is the biggest and which is the smallest.

Here we've got a number of contracts with contract values, columns B and C, and you can see how the rank function works down there equals, rank, number, ref order. So number is the number you want to rank. Ref is the list of numbers where you want to do the ranking. And then the final argument there, order, is to determine whether you want to rank in ascending or descending order.

So, I'll demonstrate that in a minute. First, let's get the basics out of the way equals, rank, open brackets, number, so this is the number we want to rank, comma, in this list here. Now, if we forget the final argument, order, we just close our brackets here, we end up with this. So you can see here the largest number, number one here is the eight two five six, so typically you would want the largest number to be number one as opposed to number twenty. So that's the way to do it. If you want to reverse it, then the way you would do it, it would be equal to, rank, open brackets, that's the number we're interested in, this is where we want to do the ranking, comma. And so rather than leaving this bit out or hard coding a zero, we could hard code a one at this point, which would rank in ascending order. So if I hard code a one there, close brackets, enter and then let's see what we end up with, we should end up with number one, being the smallest number. And you can see it down there, number one is the smallest number on the list and number twenty is the largest number on the list.

So you can rank from big, small or small to big, whichever you prefer. It's fairly straightforward, equals, rank, which number you interested in, what's the list of numbers you're performing the ranking in, and then finally, do you want to rank ascending or descending?