



OPCUG Share Microsoft Excel Date Functions

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Basic Excel Date Information

- ▶ The beginning of time in Excel is January 1st, 1900
- ▶ The function Date(Year, Month, Day) returns the date serial which is the number of days from that date:
 - ▶ Date(1900,1,1) returns 1
 - ▶ Date(1900,1,2) returns 2
 - ▶ Date(2021,8,30) returns 44438
- ▶ The serial number can be displayed in various format (e.g., 2 Jan 2021, 20210102, 2021/01/02, etc.)
- ▶ The date serial number allows for easy calculation of a date plus or minus a number of days:
 - ▶ Example “30 Aug 2021”+15 would result in “14 Sep 2021”
 - ▶ “14 Sep 2021” – “30 Aug 2021” would result in 15

Excel built-in date functions (Part 1)

Function	Description
DATE	Returns the serial number of a particular date
DATEIF	Calculates the number of days, months, or years between two dates. This function is useful in formulas where you need to calculate an age.
DATEVALUE	Converts a date in the form of text to a serial number
DAY	Converts a serial number to a day of the month
DAYS	Returns the number of days between two dates
DAYS360	Calculates the number of days between two dates based on a 360-day year
EDATE	Returns the serial number of the date that is the indicated number of months before or after the start date

Excel built-in date functions (Part 2)

Function	Description
EOMONTH	Returns the serial number of the last day of the month before or after a specified number of months
ISOWEEKNUMBER	Returns the number of the ISO week number of the year for a given date
MONTH	Converts a serial number to a month
NETWORKDAYS	Returns the number of whole workdays between two dates
TODAY	Returns the serial number of today's date
WEEKDAY	Converts a serial number to a day of the week
WEEKNUM	Converts a serial number to a number representing where the week falls numerically with a year
YEAR	Converts a serial number to a year
YEARFRAC	Returns the year fraction representing the number of whole days between a start and end date

More advanced date formulas

Using the built-in Excel date functions, you can determine the date for these events:

Event	Rule
Ontario Family Day	Third Monday in February
Easter	Based on lunisolar calendar
Victoria Day	Monday preceding May 25th
Ontario Civic Holiday	First Monday in August
Labour Day	First Monday of September
Thanksgiving	Second Monday in October
US Thanksgiving	Fourth Thursday of November

Excel Demo File and formulas

