Using Autocalculate in Excel

Autocalculate is used to quickly perform basic arithmetic. The default autocalculate bar displays the Average, Count, and Sum results of selected cells.

**Step 1**
Select the cells to be add or average.

**Step 2**
The average, count, and sum should be displayed in the status bar at the bottom of the window.

**Step 3**
To set the status bar to display different results, right click on the status bar and it will show different functions available. Click on each one to make it available for viewing and a check mark will appear next to it. To turn the function off, click on it again and the check mark will disappear.
More Information
For access to additional information, tutorials and workshops, please visit the Center for Academic Technology website, http://www.butler.edu/it/cat, contact any Center for Academic Technology staff member at training@butler.edu, or contact the Information Commons desk in Irwin Library at infocommons@butler.edu or 940-9235.

Bibliography

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