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File Home Insert Page Layout Formulas Data Review View Developer Help

To round up a number，click on the cell that you want your rounded up number to show up in．
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Data Review View
 that contains the number that you are rounding up and Excel will place that cell number in the box.
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Time \({ }^{\vee}\) Reference \({ }^{\text {v }}\) Trig \({ }^{\vee}\) Functions
Function Library
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Rounds a number up, away from zero.
Num_digits is the number of digits to which you want to round. Negative rounds to the left of the decimal point; zero or omitted, to the nearest integer.

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Formula result = 34
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Formula result = 34

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 decimal point, zero or owited, to the nearest integer.

Help on this function
alculation


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S T U W W
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\(\times \vee f_{x}=\) ROUNDUP(E6,0)
B
```




## Excel has rounded up your number to the next whole number.

## Sheet1 Sheet2

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To round down，we will follow the same process as we did to round up，by clicking on the cell that we want our rounded number to be in．

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```Data Review

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Calculate Now

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Function Library
(). \(\bar{~}\)
\begin{tabular}{|c|c|c|c|c|c|c|c|c|}
\hline \multicolumn{3}{|r|}{\(\vee: \times \vee f_{x}\)} & \multicolumn{6}{|l|}{=ROUNDDOWN(E7,0)} \\
\hline A & & B & C & D & E & F & G & H \\
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\end{tabular}

We will enter a zero in the number of digits box, to round down to a whole number.


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k30 v : X

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C D E

| ROUND UP | 33.723 | 3 |
| :---: | :---: | :---: | :---: |
| ROUND DOWN | 33.723 | 33 |

ROUND $\square$

| ROUND | 33.52 |
| :--- | :--- |
| ROUND | 33.42 |

Now the round function，is used when you want to round a number up，or down，based on the value after the decimal point．


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\(\mathrm{E}_{3 \mathrm{~g}}\) Trace Precedents
\(\int_{f x}^{1}\) Use in Formula \(v\)

\section*{「萡Trace Dependents}

V Show Formula：
A．Error Checking


 Function Arguments
\(\qquad\)

ROUND
ROUND


ROUND


Rounds a number to a specified number of digits．
Number is the number you ant to round．

 View
1
2
2
    \(\square-B\)




E9,0)
ROUND
ROUND
33.52
33.42

Function Library
(5) \(\bar{v}\)
A
\(\vee: \times \vee f_{x}=\operatorname{ROUND}(E 9,0)\)

B
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Formula result = 34

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\(\mathrm{E}_{\mathrm{yan}}\) Trace Precedents
\(\nabla f\) Show Formulas


We will use the number zero, to round up or down to a whole number.
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| ${ }^{5}$ 淐 Trace Dependents | A．Error Checking |
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| ROUND UP | 33.723 | 34 |
| :--- | :--- | :--- |
| ROUND DOWN | 33.723 | 33 |

ROUND
33.52
33.42

```

```

Excel has rounded this number down due to the first number after the decimal point is the number 4.

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