BIS Help Guides

How to Find the Maximum and Minimum Values

Learn how to find the maximum and minimum value in google sheet.

Written By: Mirai

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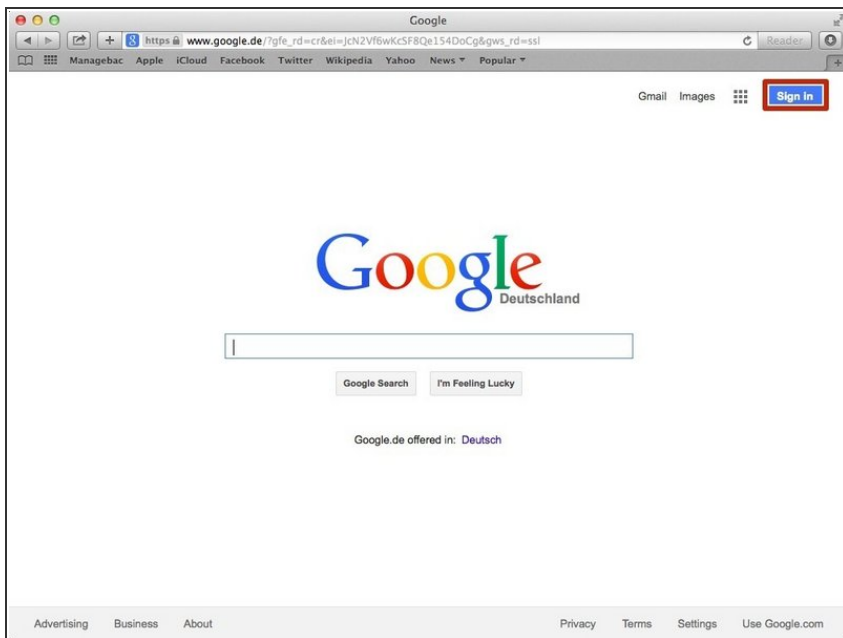
INTRODUCTION

Learn how to find the maximum and minimum value in google sheet.
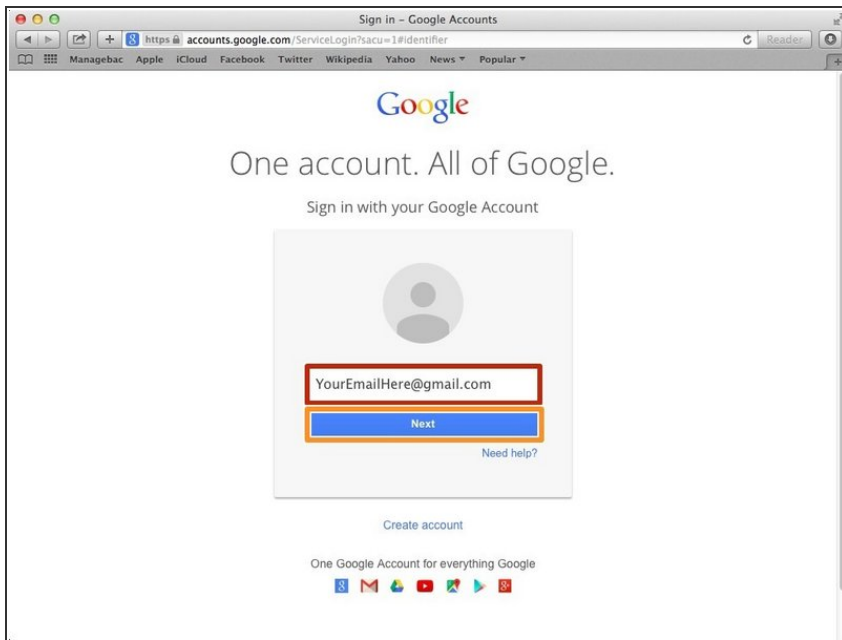
Step 1 — How to Access google.com
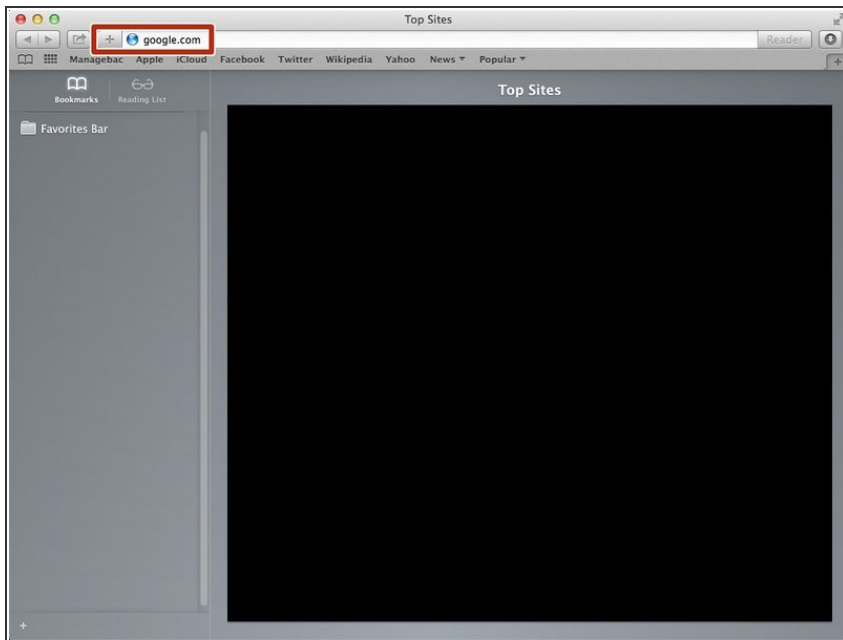
- Typing "google.com" in the address bar to go to the google website
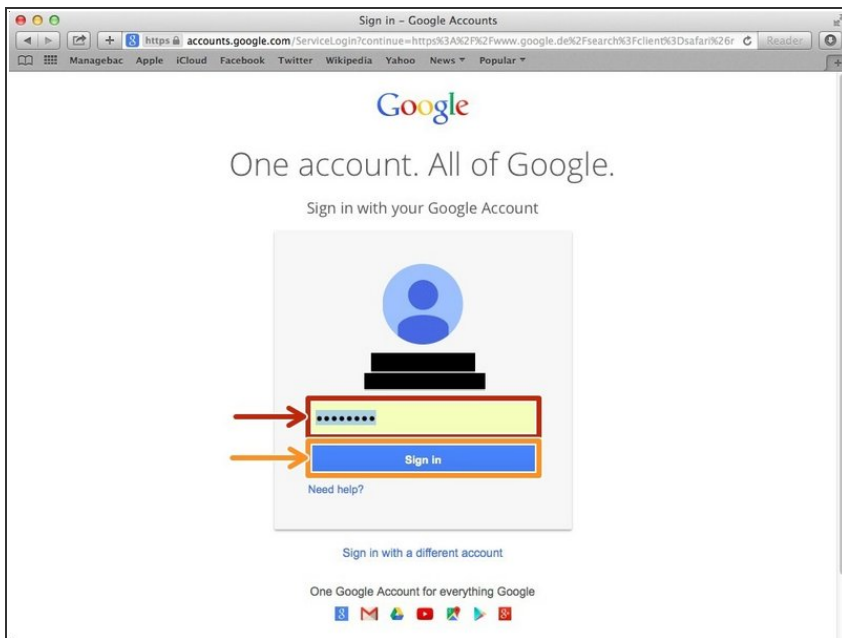
Step 2 — Finding The Sign In Button

- Click on the "Sign In" button to sign in your google account

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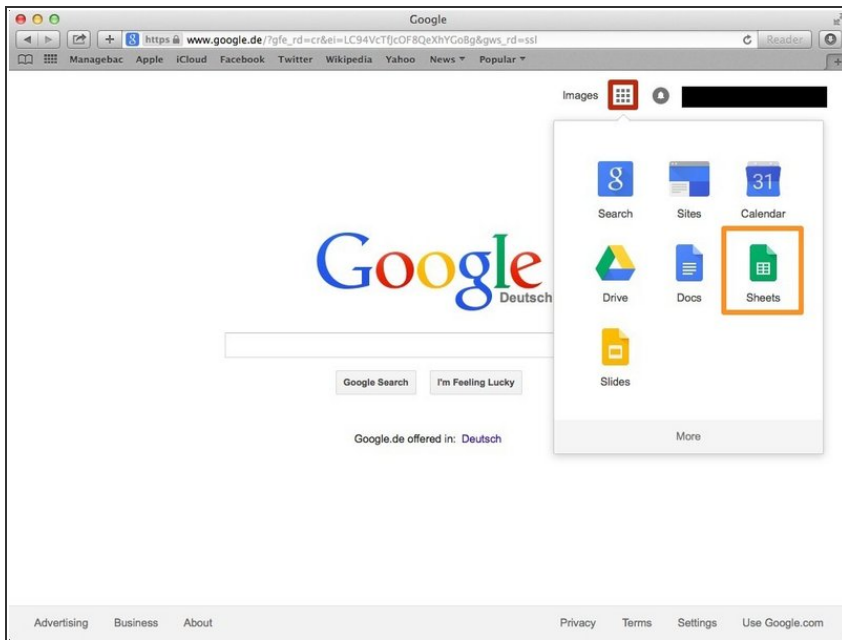
Step 3 — Entering Your Email

- Type your email address into this box

- Click on the blue "Next" button

Step 4 — Entering In Your Password
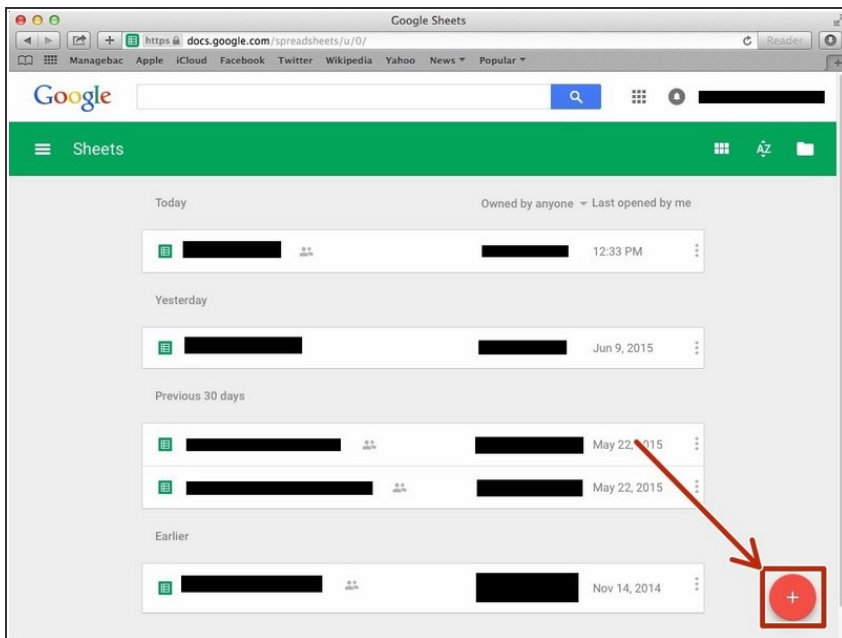
- Type your password into this box

- Click on the blue "Sign In" button

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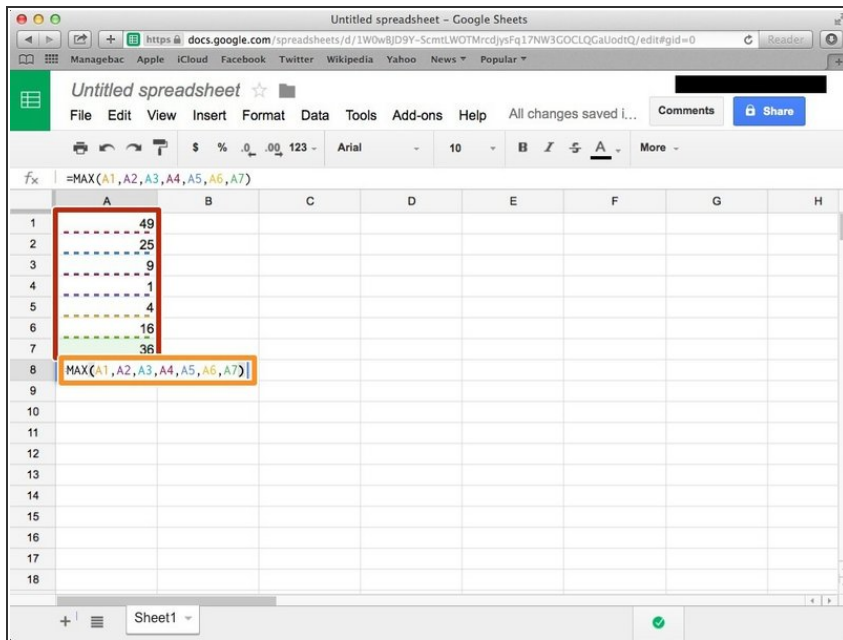
Step 5 — Opening Google Sheet

- Click this button to open a menu of options

- Click on the "Sheet" button

Step 6 — Creating a New Spreadsheet
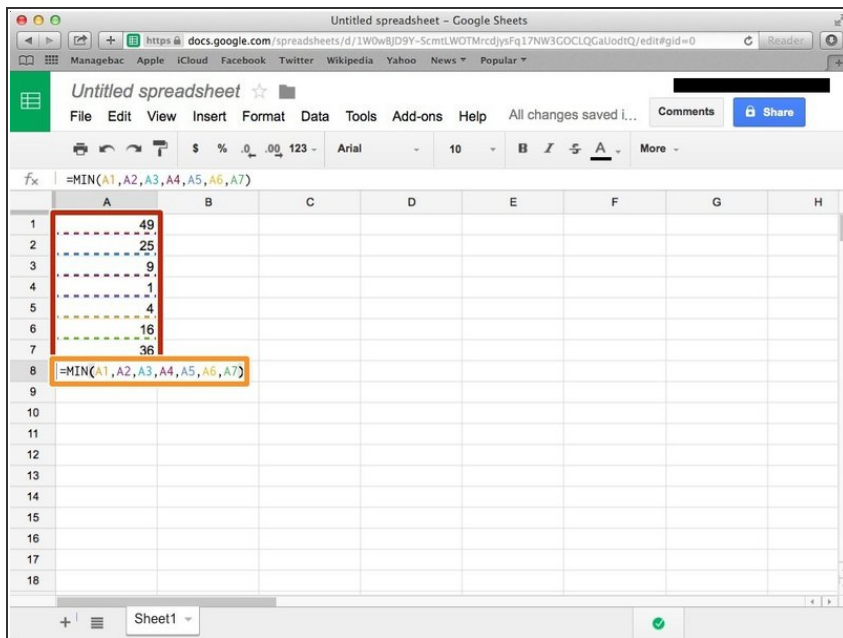

- Click + button to create new spreadsheet

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Step 7 — Finding the Maximum Value

- Type numbers.

- Type "**=MAX()**". In the bracket, you put the Symbols of boxes (Alphabet & Number). You have to put comma (,) between each symbol.

- (i) For example, in my case, "=MAX(A1,A2,A3,A4,A5,A6,A7)"

Step 8 — Finding the Minimum Value

- Type numbers

- Type "**=MIN()**". In the bracket, you put the symbols of each boxes. Between each symbols, you have to put comma (,).

- (i) For example, in my case, "=MIN(A1,A2,A3,A4,A5,A6,A7)"

- If you want to see other functions, visit <https://support.google.com/docs/table/25...>

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