

Module 6 SAM projects emphasize using structured references in the AND, IF, and VLOOKUP functions. Your textbook and SAM training do not cover using the @ symbol as a special item specifier in these functions. The table below shows what to use for specifiers and when it is appropriate to use a specifier. Specifiers are used only if you are creating a function in a designated table range. A specifier symbol in a function (formula) refers to specific places in a table such as the entire table, just the data rows, just the header row, just the total row, and just cells in same row as formula. A specifier is not necessarily required in a function but SAM expects you to use the @ specifier for the functions introduced in Module 6. Otherwise points are deducted on the project.

Special item specifiers

To refer to specific portions of a table, such as just the totals row, you can use any of the following special item specifiers in your structured references.

This special item specifier:	Refers to:
#All	The entire table, including column headers, data, and totals (if any).
#Data	Just the data rows.
#Headers	Just the header row.
#Totals	Just the total row. If none exists, then it returns null.
#This Row or @ or @[Column Name]	Just the cells in the same row as the formula. These specifiers can't be combined with any other special item specifiers. Use them to force implicit intersection behavior for the reference or to override implicit intersection behavior and refer to single values from a column. Excel automatically changes #This Row specifiers to the shorter @ specifier in tables that have more than one row of data. But if your table has only one row, Excel doesn't replace the #This Row specifier, which may cause unexpected calculation results when you add more rows. To avoid calculation problems, make sure you enter multiple rows in your table before you enter any structured reference formulas.

Example:

Module 6 project for Murray Medical, row 15 vlookup and If statement both refer to structured references that are in the table and on row 15. When you click on the cell for its structured reference, be sure to use the @ symbol before the field name. Field names are in square brackets. Put the @ symbol before the square bracket for the field name, i.e. @[Eval Score]] or @[Total Sales]].