How to Use If Statements in Excel

Here is information that I forgot to give you about your Excel spreadsheet for the cardiovascular fitness tests. All the tests except one for VO\(_2\)max you are putting into the spreadsheet use one equation for both males and females with a variable in the equation for gender. The Storer Maximal Bicycle test is the only test that uses a separate equation for males and females. This presents a bit of dilemma since you want to be able to put an equation into the first row that will work for all rows beneath. You can’t put a separate equation into each cell for males and females. To handle this problem, you have to use an IF statement. The IF statement allows you to choose which equation to use depending on the value of some criteria, in this case the gender. To use the IF statement, click on the cell you are putting the equation into (T2). Go up to the box in which the equation would appear if you were typing in the equation and click on the **fx (function)** icon just in front of the box. This brings up a window that gives you options as to which function you want to use. Highlight the IF function and click OK. This brings up the IF statement box that has 3 boxes into which you type the necessary information. The top box is the box into which you type the criteria statement. The criteria statement is that IF Gender = 0 or IF Gender = 1. So you would type either B2=0 or B2=1 because B2 is the cell in which gender is located. It doesn’t matter which you type but it then defines what goes into the bottom two boxes. If you type B2=0 (which says if gender is female) then in the next box you type the equation for females. In the last box you type the equation for males. If you type B2=1 in the top box, then you reverse the equations in the bottom two boxes. Once you have the appropriate IF statement in the cell, you can click and drag just as you have done before for the rows below.