



Module 25 : DATE Formula

25.1 DATE Formula

The DATE function is useful when you need to take three values presented separately and combine them to form a date.

The formula for the DATE function is: **=DATE(year,month,day)**

Remember that all three need to be presented as numbers for it to return a date. For example, if you input =DATE(2015,4,6), Excel will return April 6th, 2015. Note that Excel doesn't accept years earlier than 1900.

A couple of extra exercises you can try (not in the video) are: To insert the current date: press Ctrl+; (semi-colon). To insert the current time: press Ctrl+Shift+; (semi-colon).

25.2 Video Instruction

DATE Formula in Excel - 1m22s

25.3 Task

Estimated Time: 10 minutes Download the worksheet that accompanies this video by clicking below. Once downloaded practise with the DATE Formula in Excel using the video above as a reference.

[Download Worksheet](#)

Option #2: Worksheet without formula

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