

Use the **NETWORKDAYS()** Function With the *fx* Wizard

The **NETWORKDAYS()** function counts the number of working days between two dates.

In the table below, you want to count the number of days between the start date and the end date.

	A	B	C	D	E	F
1	Function: NETWORKDAYS()					
2						
3		Difference between 2 dates		Start Date	End Date	
4				1/1/21	19/9/21	

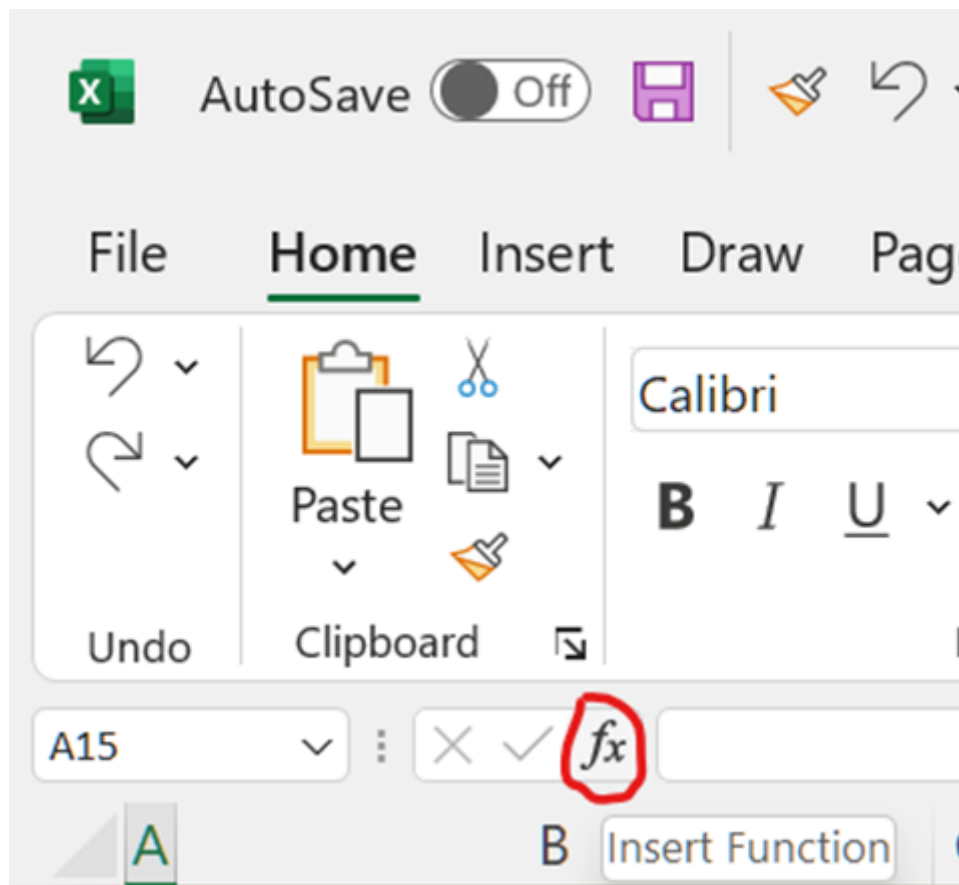
In B4, count the number of working days between D4 and E4

We can use the **NETWORKDAYS()** function to complete this calculation.

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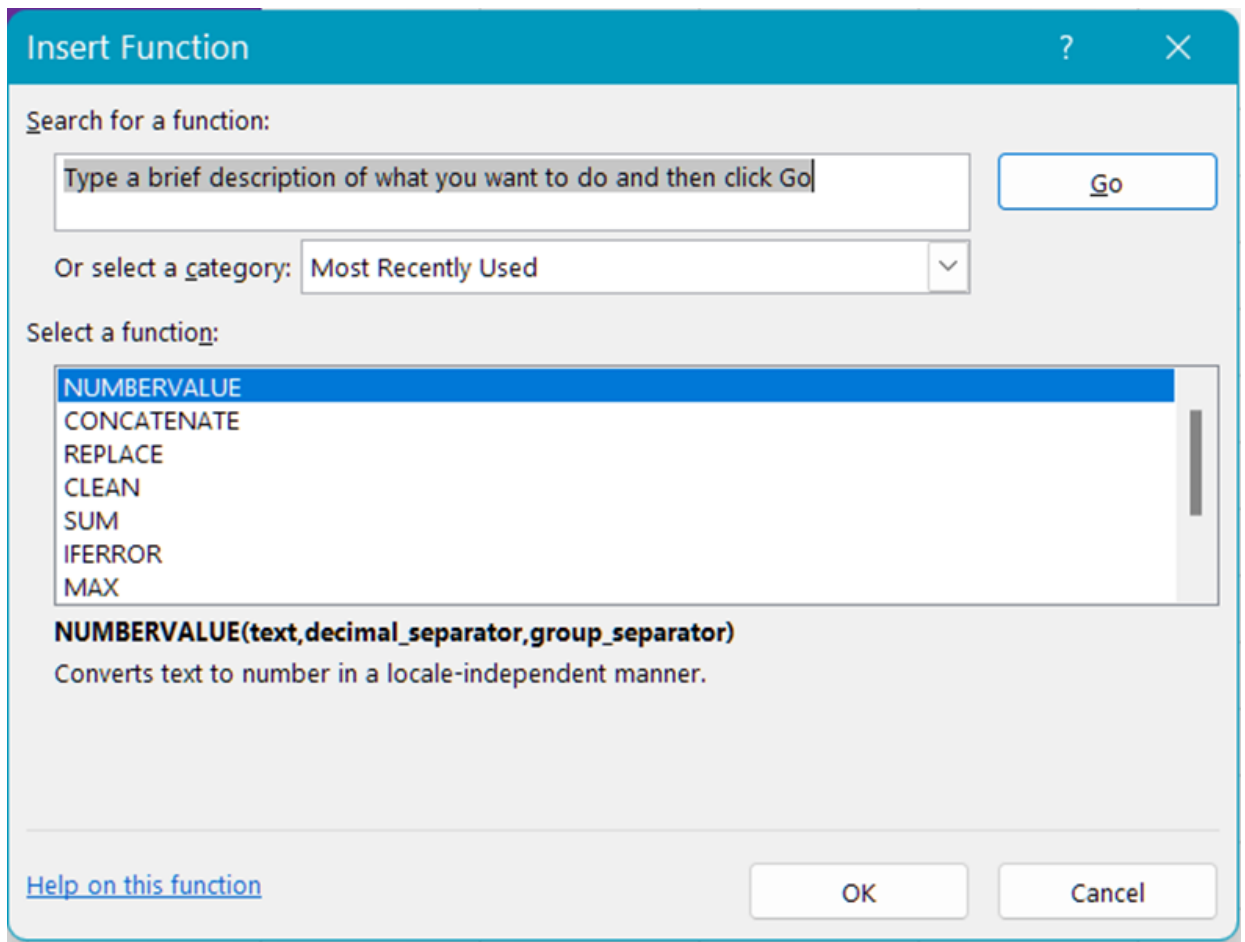
To use this function with the fx wizard:

- Click on the "fx" icon to the left of the formula bar:



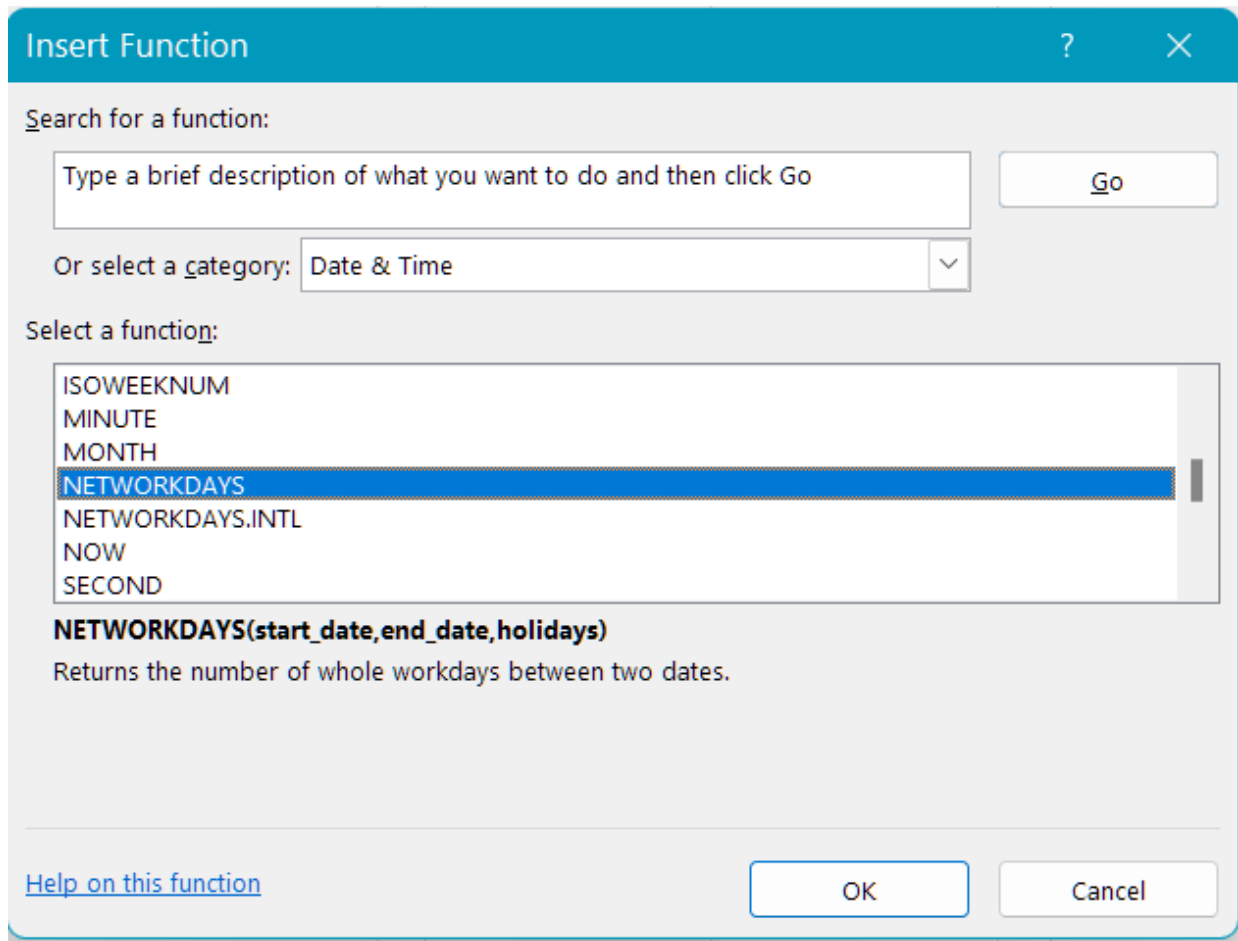
Click on the fx icon shown here in red

- The “Insert Function” dialog box opens up:



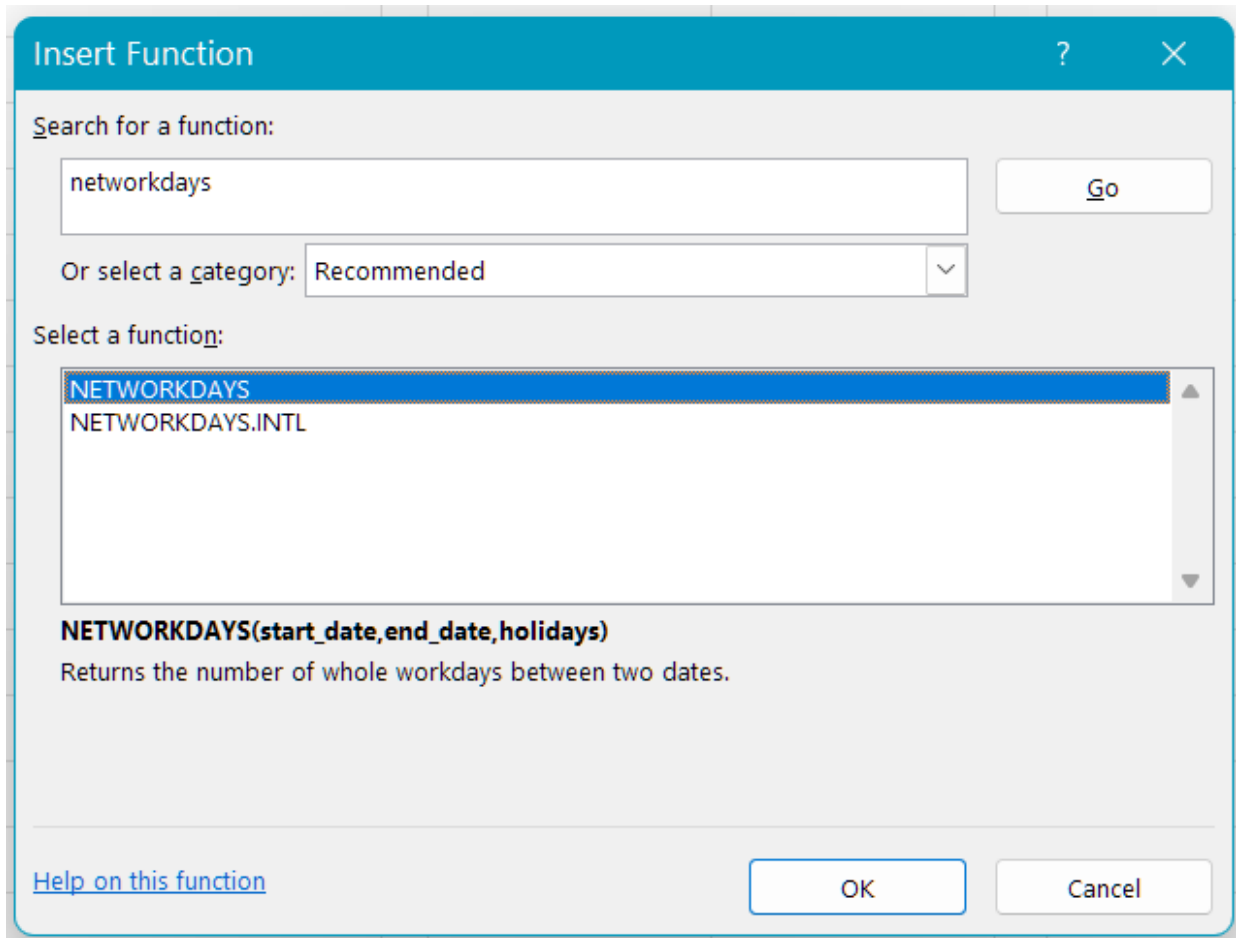
The "fx" icon opens the "Insert Function" dialog box

- Select the function:
 - Either by selecting "NETWORKDAYS" in the "Date & Time" category:



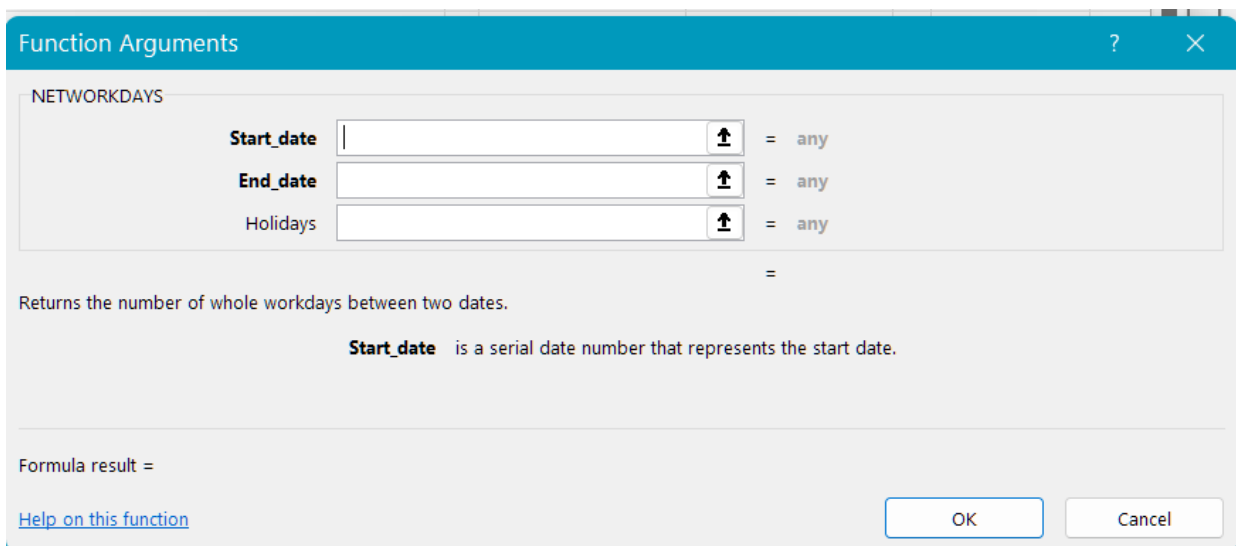
The NETWORKDAYS() function via the Date & Time category

- Or by typing "networkdays" into the search field:



The NETWORKDAYS() function via the search field


- Click OK.
- The "Function Arguments" dialog box opens up:



The NETWORKDAYS() "Function Arguments" dialog box opens up

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- Click on the button to the right of the first argument, and select the start date cell, i.e., D4.

Start_date D4  = 44197

Select the start date

- Click on the button to the right of the second argument, and select the end date cell, i.e., E4.

End_date E4  = 44458

Select the end date

- As the third argument is optional, we'll leave it blank in this example.
- Click OK. Excel has calculated the time period!

	A	B	C	D	E	F
1	Function: NETWORKDAYS()					
2						
3		Difference between 2 dates		Start Date	End Date	
4		186		1/1/21	19/9/21	

There are 186 working days between 01/01/2021 and 19/09/2021

Ta-da! Now you know how to use the fx wizard to set up this function! 😊