

# The function takes a string in Excel

The function takes a string in Excel. The function to get the string in Excel includes 3 types of LEFT, MID and RIGHT with different string functions. To better understand the three types of functions that take these strings, please follow the following article of TipsMake.com.



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## 1. The formula of the function takes a string of characters

Basically, the string grab function has the function of retrieving a consecutive string from another long string. Speaking of which, you certainly have a glimpse of the other three functions that take strings based on their names.

The names of these 3 functions are in English letters, of which **LEFT** is left, **MID** stands for middle meaning middle and **RIGHT** is right.

From there you will see the effect and how to get the sequence of these functions, it depends on the position of the character you need to get from the original character.

With the **LEFT** function , you get the character string from the left of the original string.

**MID** function , you will get the string between.

And the **RIGHT** function , you get the text string to the right of the original.

## 1.1. The function takes the string LEFT

The formula of the function takes the **LEFT** string :

**= LEFT (String of original characters; number of characters to be retrieved)**

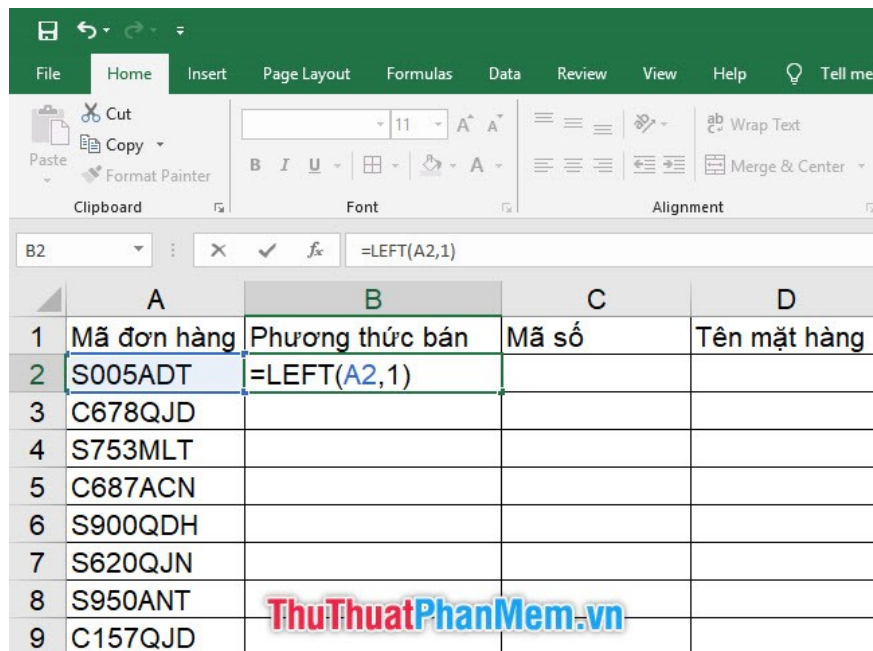
Inside:

The original character string is the original string for you to extract and retrieve the consecutive characters you need.

The number of characters you will retrieve is the number of characters you will retrieve from left to right.

As the example below, we need to get the first letter in the series of original characters so the required formula is:

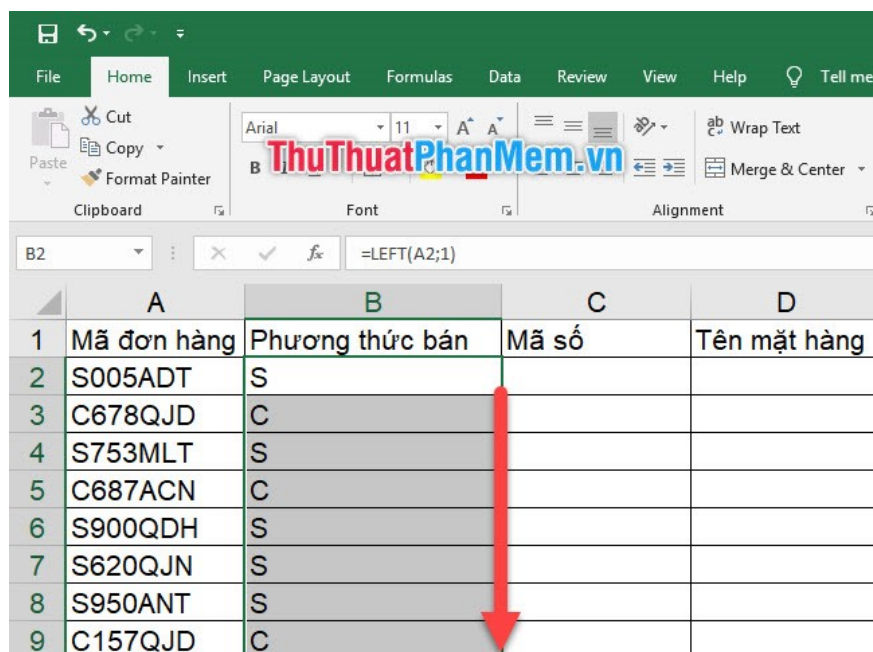
**= LEFT (A2; 1)**



The screenshot shows the Microsoft Excel interface. The ribbon is set to 'Home', and the 'Clipboard' group is active. The formula bar shows the formula `=LEFT(A2,1)` entered in cell B2. The spreadsheet has four columns: A, B, C, and D. Column A contains a list of codes: Mã đơn hàng, S005ADT, C678QJD, S753MLT, C687ACN, S900QDH, S620QJN, S950ANT, and C157QJD. Column B contains the formula `=LEFT(A2,1)` in cell B2. A watermark 'ThuThuatPhanMem.vn' is visible in the bottom right corner of the spreadsheet area.

	A	B	C	D
1	Mã đơn hàng	Phương thức bán	Mã số	Tên mặt hàng
2	S005ADT	=LEFT(A2,1)		
3	C678QJD			
4	S753MLT			
5	C687ACN			
6	S900QDH			
7	S620QJN			
8	S950ANT			
9	C157QJD			

Then you copy the formula down by double clicking on the bottom right corner of the formula cell or clicking on that position and dragging down.



## 1.2. The function takes the MID string

Formula of the MID function:

**= MID (Original string; starting position of the string, number of characters removed)**

Inside:

The original character string is the original string for you to extract and retrieve the consecutive characters you need.

The starting position for the string is written in numbers. Unlike the **LEFT** function, the **MID** function starts to retrieve a string from any position in the middle of the original string. That's why we need to tell this function where we need to start to get characters from. The number will count the number of characters from the first character to the last character.

The number of characters you will retrieve is the number of characters you will retrieve from left to right.

As the following example, we need to get the middle character from position 2, and the number of characters to get is 3 so we have the formula:

**= MID (A2; 2; 3)**

	A	B	C	D
1	Mã đơn hàng	Phương thức bán	Mã số	Tên mặt hàng
2	S005ADT	S	=MID(A2;2;3)	
3	C678QJD	C		
4	S753MLT	S		
5	C687ACN	C		
6	S900QDH	S		
7	S620QJN	S		
8	S950ANT	S		
9	C157QJD	C		

Then you copy the formula down by double clicking on the bottom right corner of the formula cell or clicking on that position and dragging down.

	A	B	C	D
1	Mã đơn hàng	Phương thức bán	Mã số	Tên mặt hàng
2	S005ADT	S	005	
3	C678QJD	C	678	
4	S753MLT	S	753	
5	C687ACN	C	687	
6	S900QDH	S	900	
7	S620QJN	S	620	
8	S950ANT	S	950	
9	C157QJD	C	157	

### 1.3. The function takes the string RIGHT

The formula of the function takes the string RIGHT:

**= RIGHT (The original string of characters; the number of characters to be retrieved)**

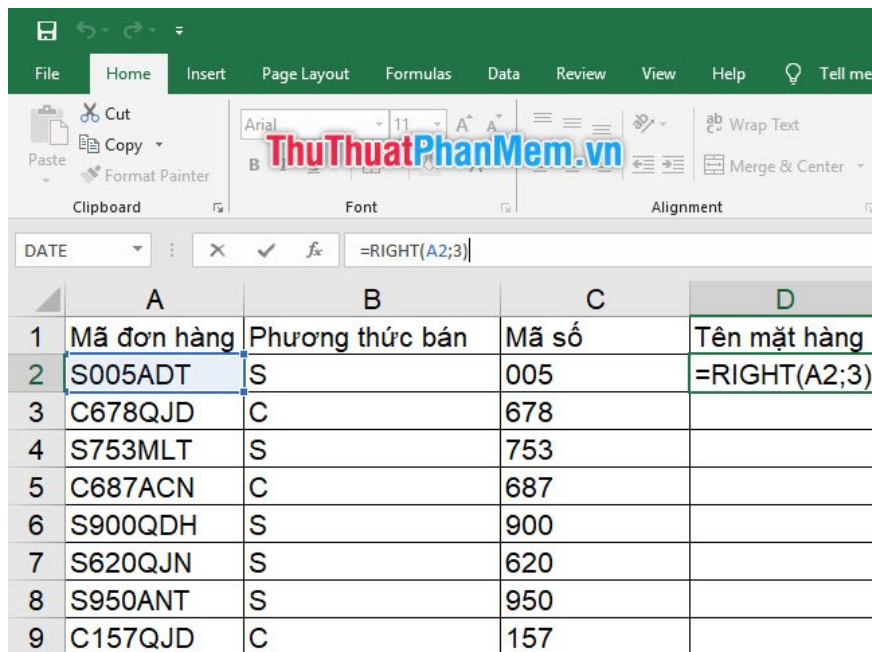
Inside:

The original character string is the original string for you to extract and retrieve the consecutive characters you need.

The number of characters you will retrieve is the number of characters you will retrieve from right to left.

As the example below, we need to get the first letter in the series of original characters so the required formula is:

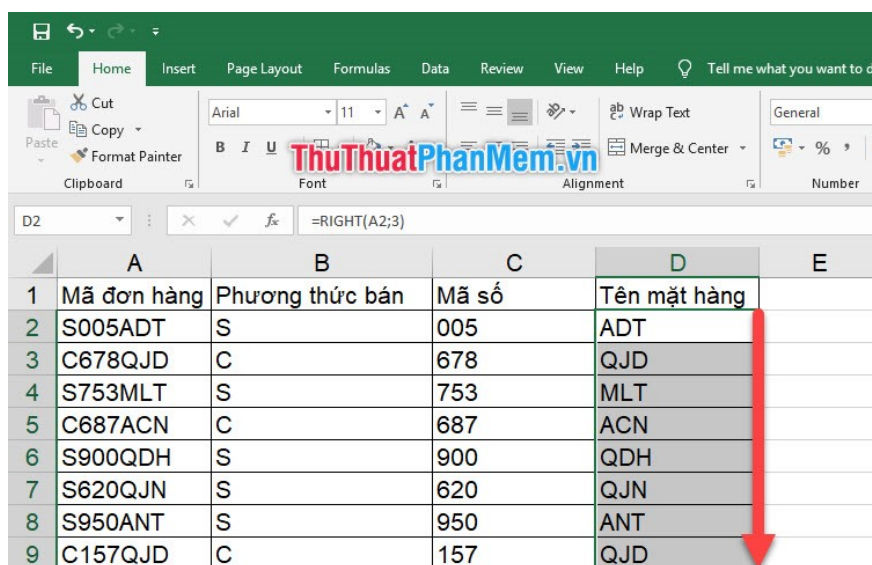
= **RIGHT (A2; 3)**



The screenshot shows the Microsoft Excel interface with the Home tab selected. The formula bar displays the formula `=RIGHT(A2;3)`. The spreadsheet contains the following data:

	A	B	C	D
1	Mã đơn hàng	Phương thức bán	Mã số	Tên mặt hàng
2	S005ADT	S	005	=RIGHT(A2;3)
3	C678QJD	C	678	
4	S753MLT	S	753	
5	C687ACN	C	687	
6	S900QDH	S	900	
7	S620QJN	S	620	
8	S950ANT	S	950	
9	C157QJD	C	157	

Then you copy the formula down by double clicking on the bottom right corner of the formula cell or clicking on that position and dragging down.



The screenshot shows the same Excel spreadsheet as above, but the formula in cell D2 has been copied down to cells D3 through D9. A red arrow points downwards from cell D2, indicating the direction of the copy. The resulting data is as follows:

	A	B	C	D	E
1	Mã đơn hàng	Phương thức bán	Mã số	Tên mặt hàng	
2	S005ADT	S	005	ADT	
3	C678QJD	C	678	QJD	
4	S753MLT	S	753	MLT	
5	C687ACN	C	687	ACN	
6	S900QDH	S	900	QDH	
7	S620QJN	S	620	QJN	
8	S950ANT	S	950	ANT	
9	C157QJD	C	157	QJD	

## 2. Character string function combined with other functions

A simple example of practical functions that take **LEFT** , **MID** and **RIGHT** characters often goes in conjunction with conditional functions such as the **IF** function or the **VLOOKUP** reference lookup function .

Based on the example used above, I can use the **IF** function to specify the selling method of orders.

We have the following formula:

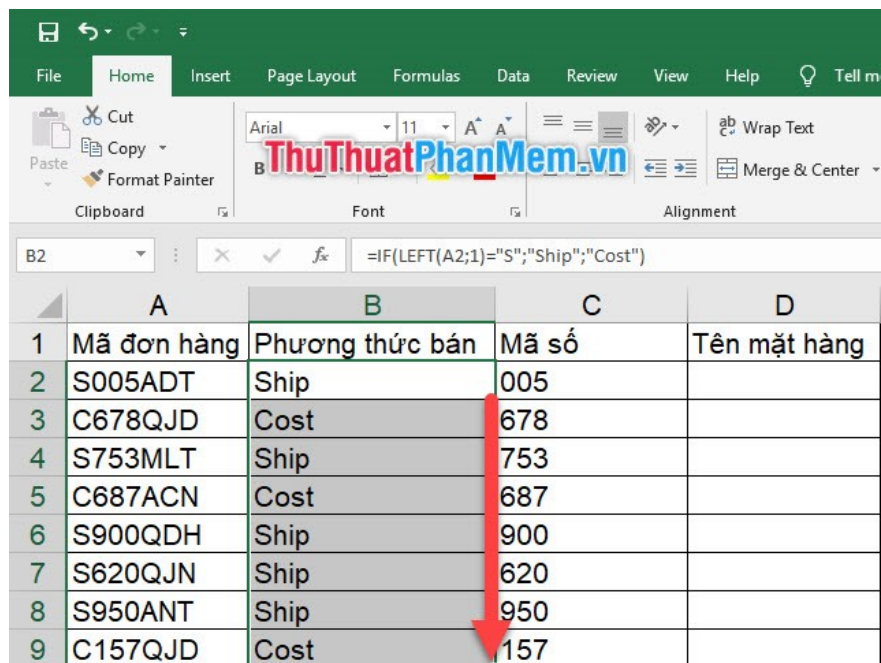
**= IF (LEFT (A2; 1) = "S"; "Ship"; "Cost")**

Explain:

If the first letters of **the Order ID** are **S** , the value "Ship" is returned, otherwise the "Cost" value is returned. So we can see we need a string grab function here to extract the first letter in the **Order ID** string .

	A	B	C	D
1	Mã đơn hàng	Phương thức bán	Mã số	Tên mặt hàng
2	S005ADT	Ship	005	
3	C678QJD		678	
4	S753MLT		753	
5	C687ACN		687	
6	S900QDH		900	
7	S620QJN		620	
8	S950ANT		950	
9	C157QJD		157	

Then you just copy the formula used to all the lines below.



	A	B	C	D
1	Mã đơn hàng	Phương thức bán	Mã số	Tên mặt hàng
2	S005ADT	Ship	005	
3	C678QJD	Cost	678	
4	S753MLT	Ship	753	
5	C687ACN	Cost	687	
6	S900QDH	Ship	900	
7	S620QJN	Ship	620	
8	S950ANT	Ship	950	
9	C157QJD	Cost	157	

But the **IF** function can only be used when you have two different types of results (Ship and Cost) but when there are too many types of results to collate, you must use the **RIGHT** function .

We have the formula combined with the **VLOOKUP** function as follows:

**= VLOOKUP (RIGHT (A2; 3); \$ A \$ 11: \$ B \$ 18; 2; 0)**

Explain:

We rely on the last 3 letters of the Order ID with the code comparison table below to know the full name of the item. So the same principle as using **IF** , we need **RIGHT** to retrieve the last three characters of the Order ID so that **VLOOKUP** can read and understand what the item code needs to be compared.

	A	B	C	D
1	Mã đơn hàng	Phương thức bán	Mã số	Tên mặt hàng
2	S005ADT	Ship	005	0)
3	C678QJD	Cost	678	
4	S753MLT	Ship	753	
5	C687ACN	Cost	687	
6	S900QDH	Ship	900	
7	S620QJN	Ship	620	
8	S950ANT	Ship	950	
9	C157QJD	Cost	157	
10				
11	Mã	Tên đầy đủ		
12	ADT	Áo dài tay		
13	QJD	Quần jean dài		
14	QJN	Quần jean ngắn		
15	ANT	Áo ngắn tay		
16	MLT	Mũ lưỡi trai		
17	QDH	Quần đùi hoa		
18	ACN	Áo chống nắng		

Finally, you copy the formula down to get a list of item names.

	A	B	C	D
1	Mã đơn hàng	Phương thức bán	Mã số	Tên mặt hàng
2	S005ADT	Ship	005	Áo dài tay
3	C678QJD	Cost	678	Quần jean dài
4	S753MLT	Ship	753	Mũ lưỡi trai
5	C687ACN	Cost	687	Áo chống nắng
6	S900QDH	Ship	900	Quần đùi hoa
7	S620QJN	Ship	620	Quần jean ngắn
8	S950ANT	Ship	950	Áo ngắn tay
9	C157QJD	Cost	157	Quần jean dài
10				
11	Mã	Tên đầy đủ		
12	ADT	Áo dài tay		
13	QJD	Quần jean dài		
14	QJN	Quần jean ngắn		
15	ANT	Áo ngắn tay		
16	MLT	Mũ lưỡi trai		
17	QDH	Quần đùi hoa		
18	ACN	Áo chống nắng		

Thank you for following up on our article on the string grab function in Excel. TipsMake.com hopes that this article will give you a little more knowledge about the types of Excel string functions.

You finished reading the article "**The function takes a string in Excel**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.