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Test Series

Use of Second, Minute and Hour Function in MS-Excel

Microsoft Excel

Module 29 - Use of Second, Minute and Hour Function in MS-Excel

 CBSE

Second, Minute and Hour Function

In MS Excel, the HOUR, MINUTE, and SECOND functions extract time components from a given date/time value, returning the hour (0-23), minute (0-59), and second (0-59), respectively, as a whole number. These functions are useful for time-related calculations and analysis. Second, MINUTE, and HOUR functions are used to work with time values. MINUTE extracts the minute part from a time. HOUR extracts the hour part from a time. These functions are useful for performing calculations, formatting, and extracting specific time components from time values.

The MINUTE, SECOND, and HOUR functions are used to extract specific parts of a time value. Here's a quick breakdown of how each function works and how you can use them:

1. HOUR Function

Purpose: Returns the hour from a time value (0 to 23).
Extracts the hour from a date/time value, where the serial_number is the number representing the date and time. The hour will be a number between 0 and 23, representing 12:00 AM to 11:00 PM.

Formula:
=HOUR(serial_number)

Example:
=HOUR("2:30 PM") → 14
=HOUR(A1) → If A1 has 10:45:00, it returns 10

2. MINUTE Function

Purpose: Returns the minute portion of a time value (0 to 59). Extracts the minute from a date/time value, where serial_number is the date and time value. The minute will be a number between 0 and 59.

Formula:
=MINUTE(serial_number)

Example:

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=MINUTE("2:30 PM") → 30
 =MINUTE(A1) → If A1 has 08:45:12, it returns 45

3. SECOND Function

Purpose: Returns the second portion of a time value (0 to 59). Extracts the second from a date/time value, where serial_number is the date and time value. The second will be a number between 0 and 59.

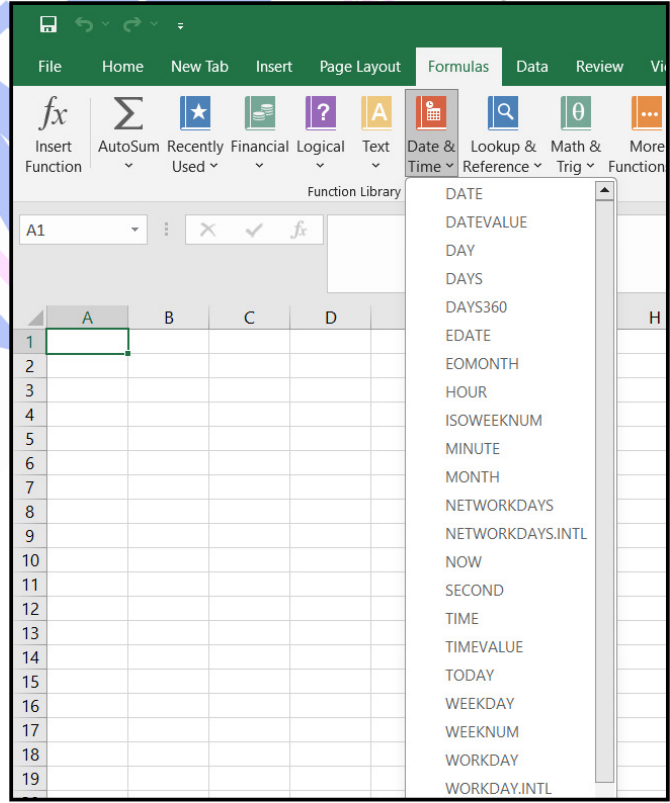
Formula:
 =SECOND(serial_number)

Example:
 =SECOND("12:30:45 PM") → 45
 =SECOND(A1) → If A1 has 01:15:30, it returns 30

• You can find the TIME, HOUR, MINUTE, and SECOND functions in Excel in a couple of different ways:

Option 1: Using the Formula Tab (Ribbon)

1. Go to the **Formulas** tab in the ribbon at the top of Excel.
2. Click on **Date & Time** in the **Function Library** group.
3. In the dropdown list, you will find:
 - TIME
 - HOUR
 - MINUTE
 - SECOND
 - Along with many other time and date-related functions (like NOW, TODAY, DATEDIF, etc.)



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Option 2: Typing Directly in a Cell

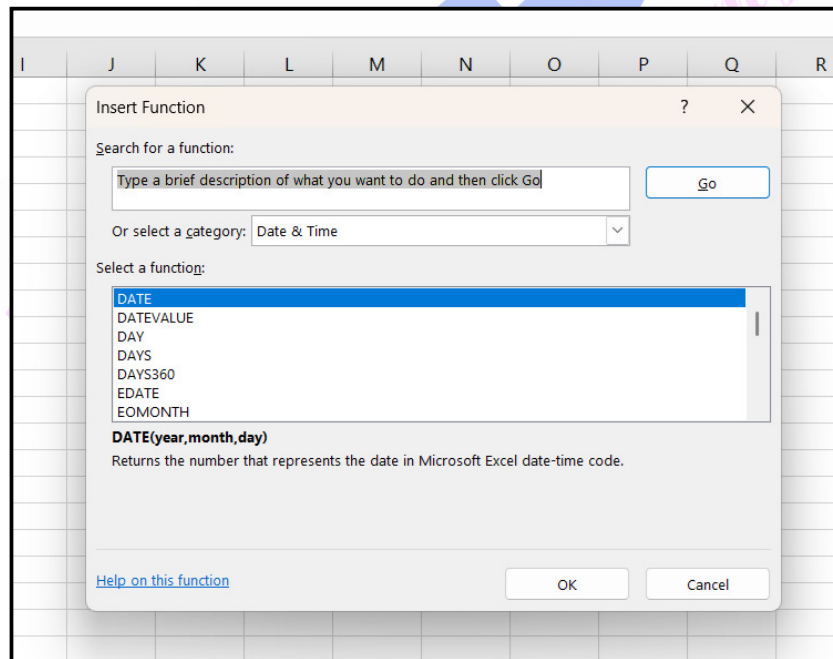
You can also just type them directly in any cell:

```
=HOUR(A1)
=MINUTE(A1)
=SECOND(A1)
=TIME(10, 30, 0)
```

Excel will auto-suggest as you type, and you can press **Tab** to auto-complete the function.

Option 3: Using the Insert Function (fx Button)

1. Click on any empty cell.
2. Click the **fx** button (just to the left of the formula bar).
3. In the "Insert Function" window:
 - o Set "Or select a category" to **Date & Time**.
 - o Scroll to find **HOUR, MINUTE, SECOND, or TIME**.
4. Select one and click **OK** to get help with the syntax and arguments.



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Assignment

Extended Dataset:

ID	Time Value	HOUR	MINUTE	SECOND
501	08:25:45			
502	12:10:05			
503	15:45:30			
504	20:05:15			
505	23:59:59			
506	04:30:00			
507	00:15:10			
508	06:45:55			
509	13:20:40			
510	17:50:25			
511	21:05:05			
512	11:11:11			

Assignment Questions:

- Extract the Hour, Minute, and Second for each time value using:
 - =HOUR(B2)
 - =MINUTE(B2)
 - =SECOND(B2)
- Create a new column "Total Seconds" using:
 - = (C2*3600)+(D2*60)+E2
- Create another column "Rounded to Nearest Hour" using:
 - =ROUND(B2*24,0)

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