



CUSTOM NUMBER FORMATS



➤ Hi-res download & deep-dive examples Here: bit.ly/numberformats

A custom number format has **4 components**, separated by semicolons. Edit them to get your desired custom format.

#,##0.00; (#,##0.00); -; @

Component 1 ; Component 2 ; Component 3 ; Component 4
 Positive ; Negative ; Zero Values ; Text

▶ Hide Negative Values

Format	Value	Result
###0;0	-1000	
###0;0	1500	1500

How: Don't specify component 2

▶ Hide 0 Values

Format	Value	Result
###0;-###0;	-1000	-1000
###0;-###0;	1500	1500
###0;-###0;	0	

How: Don't specify component 3

▶ Hide All Values

Format	Value	Result
;;;	-1000	
;;;	1500	
;;;	0	
;;;	Text	

How: Don't specify any component

▶ Zero - displays insignificant zeros

Format	Value	Result
###0.0	6800.5556	6800.6
###0.00	6800.5556	6800.56
###0.00	6800	6800.00

- Rounds to the specified number of 0s
- Adds specified number of 0s

▶ # - does not display insignificant zeros

Format	Value	Result
###0.##	6800.5556	6800.56
###0.0#	6800	6800.0

- Only rounds to the specified number of decimal places
- Doesn't add the 0s

▶ ? - adds a space for insignificant zeros

Format	Value	Result
???.??	75.263	75.26
???.??	125.3	125.3

- Rounds to the specified number of 0s
- Aligns the decimal places

▶ Currency Formats

Format	Value	Result
#,##0	1000000	1,000,000
\$#,##0	1000000	\$1,000,000
\$#,##0;[red](\$#,##0)	-1000000	(\$1,000,000)

▶ Currency Scaling

Format	Value	Result
0.0,K	7,200	7.2K
0.0,"M"	72,200,000	72.2M
0.00,,,"B"	7,220,000,000	7.22B

▶ Trailing & Leading Characters

Format	Value	Result
@*_	Sign	Sign_____
*.@	pg 10pg 10

▶ Date Formats

Format	Value	Result
dddd dd mmm, yyyy	25/12/2023	Monday 25 Dec, 2023
dd-mm-yy	25/12/2023	25-12-23
mmm/yyyy	25/12/2023	Dec/2023
ddd	25/12/2023	Mon
dddd	25/12/2023	Monday
mmm	25/12/2023	Dec
mmmm	25/12/2023	December

More info on dates: <https://bit.ly/excel-dates>

- Short date to long date
- mm-dd-yyyy to dd-mm-yy
- Display only parts of date

▶ Time Formats

Format	Value	Result
h:mm	9:35:42	9:35
hh:mm:ss AM/PM	9:35:42	09:35:42 AM
[h]:mm:ss	1.50	36:00:00
[h]	36:00:00	36
[mm]	36:00:00	2160
[ss]	36:00:00	129600

For cumulative time use square brackets around time format e.g. [h]:mm

▶ Miscellaneous Formats

Format	Value	Result
# ?/??	4.235	4 4/17
0%;(0%)	-0.952	(95%)
#,##0 "Km"	15	15 Km
00-0000-0000	754595555	07-5459-5555
0.00E+00;-0.00E+00	783000000	7.83E+08
###.000E+00	783000000	783.000E+06

- Decimal to Fractions
- Decimal to Fraction or Percentage
- Text Labels
- Hyphenated Phone Numbers
- Scientific and Engineering notation



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