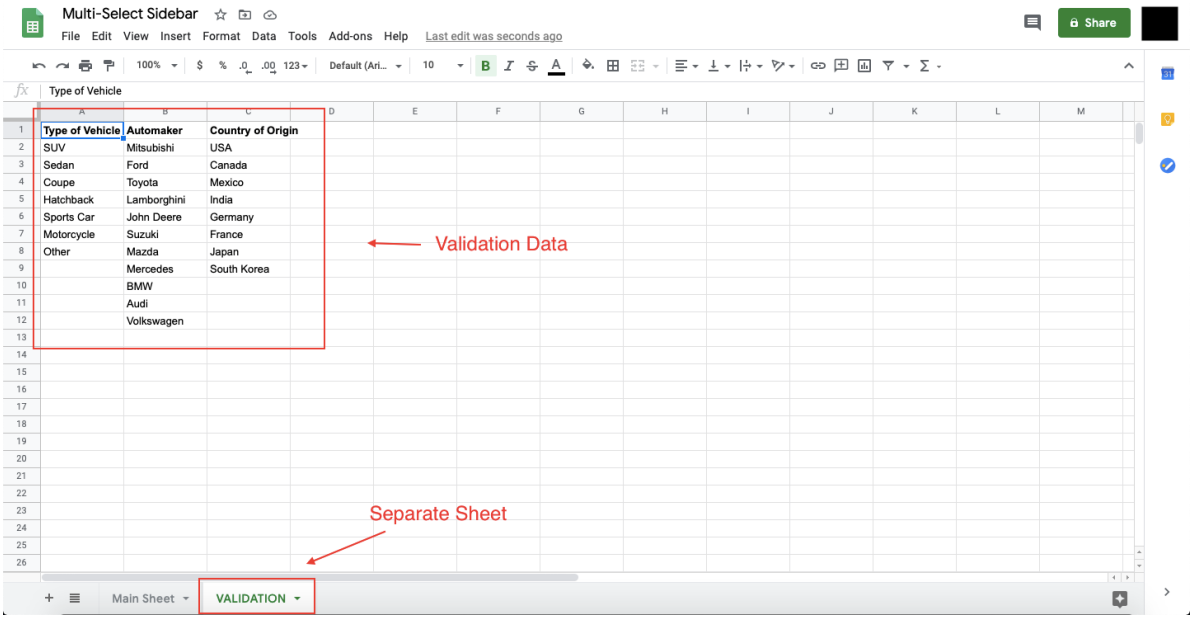
Multi-Select Google Sheets (Documentation and Tutorial)

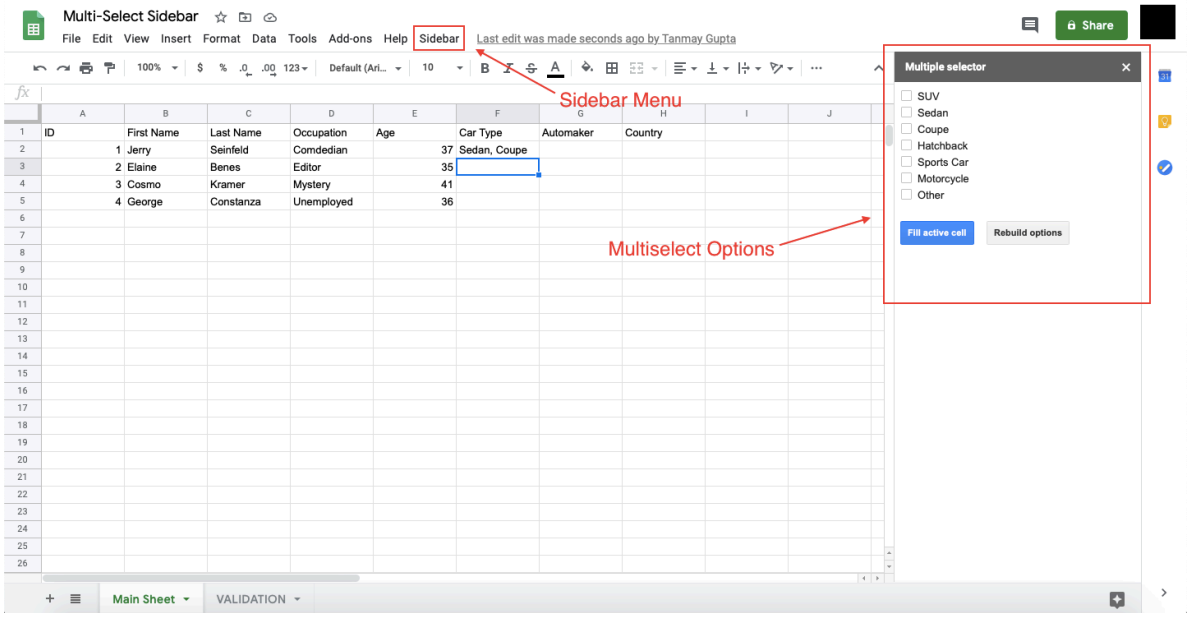
Step 1: Create a separate spreadsheet for validation data.



Type of Vehicle	Automaker	Country of Origin
SUV	Mitsubishi	USA
Sedan	Ford	Canada
Coupe	Toyota	Mexico
Hatchback	Lamborghini	India
Sports Car	John Deere	Germany
Motorcycle	Suzuki	France
Other	Mazda	Japan
	Mercedes	South Korea
	BMW	
	Audi	
	Volkswagen	

Store the values for the variables you would be using in your multiselect menu in this sheet. In the above example we plan to use the variables “Type of Vehicle”, “Automaker” and “Country of Origin” in our Main Sheet.

Step 2: Implement Sidebar option in the menu bar.



ID	First Name	Last Name	Occupation	Age	Car Type	Automaker	Country
1	Jerry	Seinfeld	Comdedian	37	Sedan, Coupe		
2	Elaine	Benes	Editor	35			
3	Cosmo	Kramer	Mystery	41			
4	George	Constanza	Unemployed	36			

In your google shoot menu bar, go to Tools -> Script Editor.

Create a new HTML file (name it “SIDEBAR.html”) and paste the code from “SIDEBAR.html”. **No need to make changes in this file.**

Then create a new Script file (name it “SERVER.gs”) and paste the code from “SERVER.gs”. You will need to make some small changes in this code according to your needs.

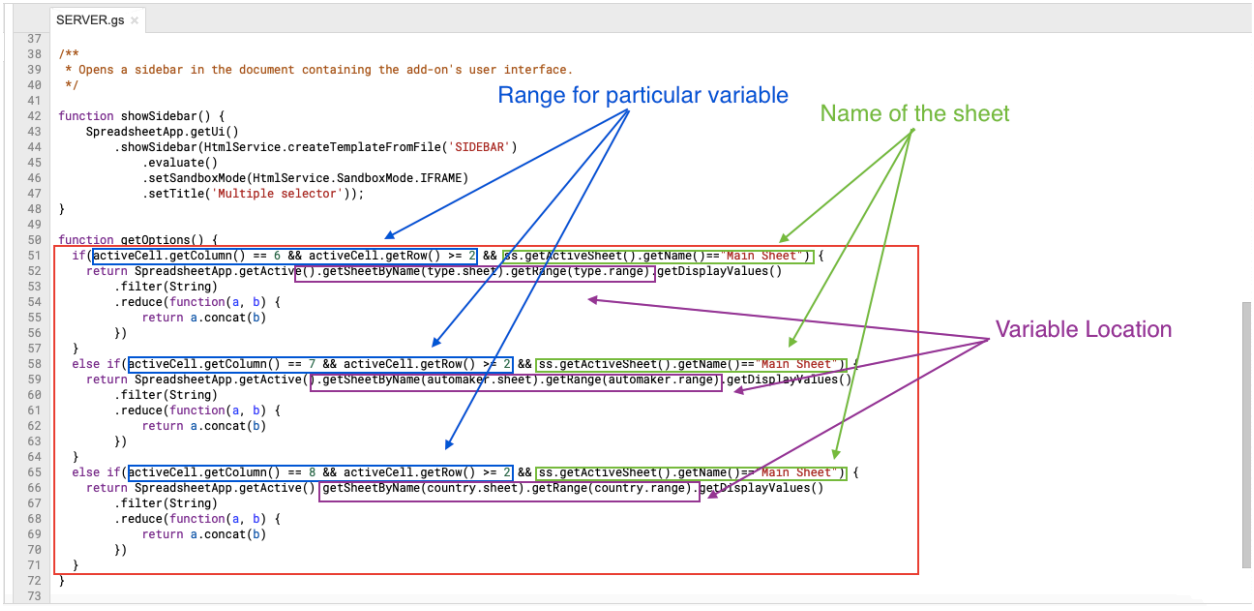
1. Define the variables and their value range.

SERVER.gs

```
/**
 * Changes the variable validation if needed
 */

var ss=SpreadsheetApp.getActiveSpreadsheet();
var activeCell = ss.getActiveCell();

var type = {
    sheet: 'VALIDATION',
    range: 'A2:A'
}

var automaker = {
    sheet: 'VALIDATION',
    range: 'B2:B'
}

var country = {
    sheet: 'VALIDATION',
    range: 'C2:C'
}
```

In our example, we used three variables in the “VALIDATION” sheet. The variables ‘type’, ‘automaker’ and ‘country’ correspond to those variables and have two attributes – “sheet” and “range” which tell us about the location of values of that particular variable.

2. Set the area in your main sheet where you want the options to appear.



Referencing to the above image:

The blue boxes represent the cell ranges where you want the sidebar to work for each variable. Set the row and column range accordingly.

The green boxes represent the name of the sheet you're working on. Change the name accordingly.

The purple boxes represent which values to show corresponding to the particular variables. Change the variables accordingly. For instance, in the first box, "type.sheet and type.range" correspond to the location of the "type" variable that we set in the previous step. So, all you need to change is "type" to the variable that you want.

3. Add or delete if-else blocks according to your requirement and the number of variables. In our example we 3 variables so we used 3 if-else blocks for each variable.

Now everything is set up and ready to use. Save the files and reload your sheet, you should see the sidebar menu in menu bar.

Step 3: How to use:

1. Start by clicking on the 'Sidebar' option from the top menu-bar.
2. From the sidebar, click on 'Rebuild Options'
3. Select all the desired options and then click "Fill Active Cell".

Tip: You can add this part as a hover message (using "Insert Note" option) for the cells where you're using muli-select.