Conditional formatting in Excel enables you to highlight cells with a certain color, depending on the cell's value.
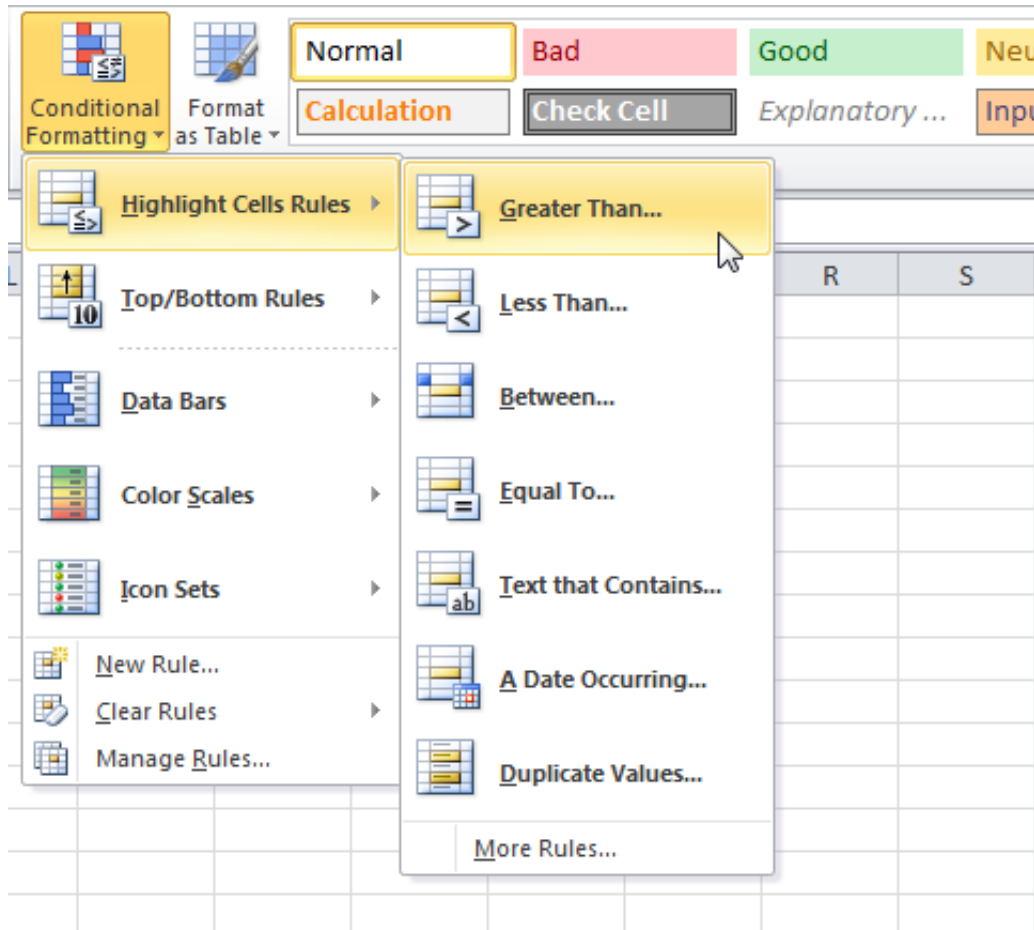
Highlight Cells Rules

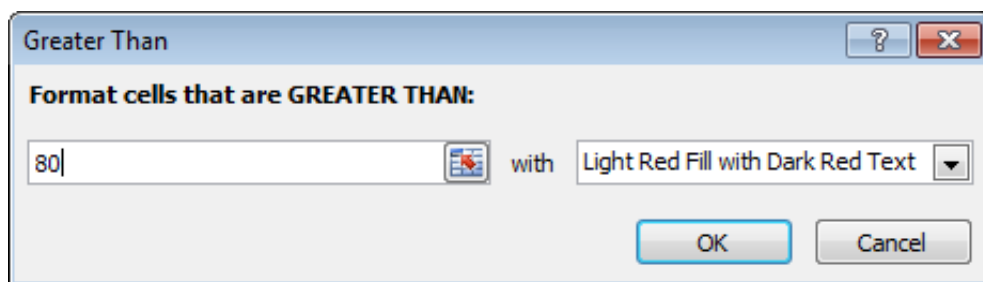To highlight cells that are greater than a value, execute the following steps.

1. Select the range A1:A10.

2. On the Home tab, click Conditional Formatting, Highlight Cells Rules, Greater Than...

3. Enter the value 80 and select a formatting style.

Greater Than ? ✕

Format cells that are GREATER THAN:

80   with   Light Red Fill with Dark Red Text ▼

OK   Cancel

4. Click OK.

Result. Excel highlights the cells that are greater than 80.

E14			fx	
	A	B	C	
1	14			
2	6			
3	39			
4	43			
5	2			
6	95			
7	5			
8	11			
9	86			
10	57			
11				
12				

5. Change the value of cell A1 to 81.

Result. Excel changes the format of cell A1 automatically.

A1			fx	81
	A	B	C	
1	81			
2	6			
3	39			
4	43			
5	2			
6	95			
7	5			
8	11			
9	86			
10	57			
11				
12				

Note: you can also highlight cells that are less than a value, between a low and high value, etc.
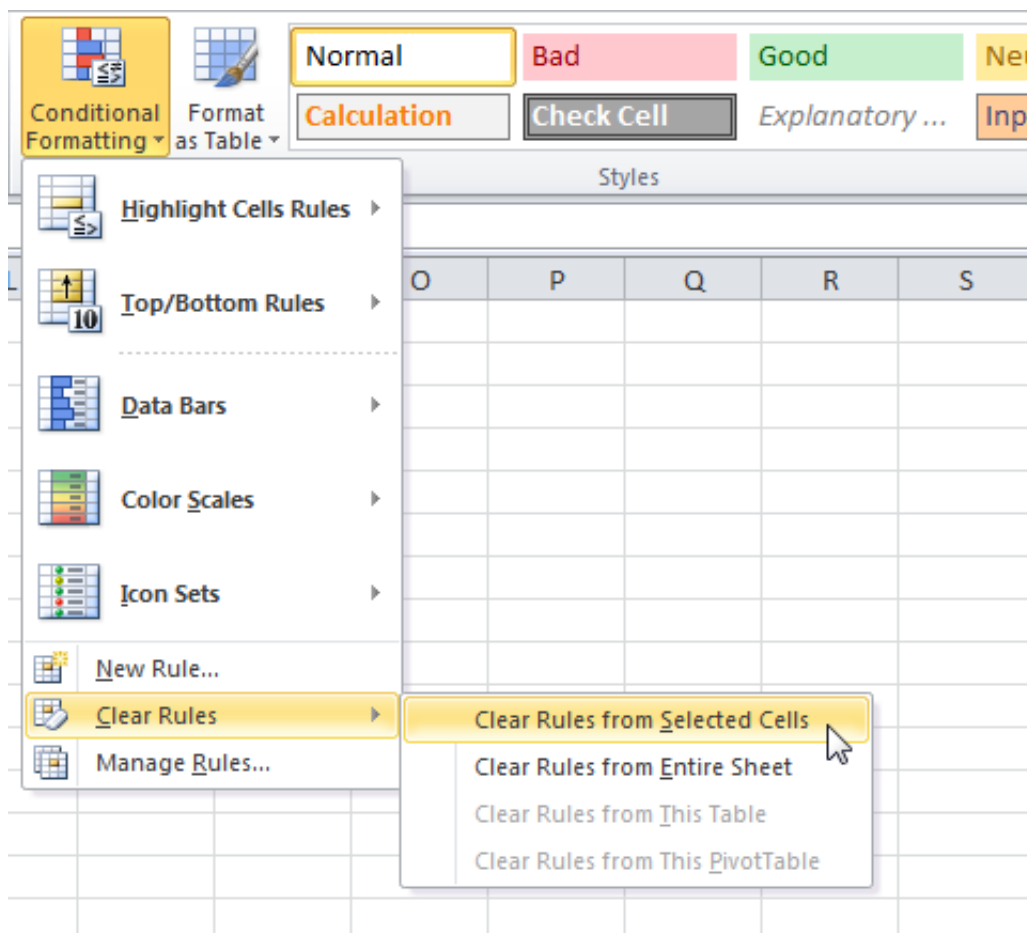
Clear Rules

To clear a conditional formatting rule, execute the following steps.

1. Select the range A1:A10.

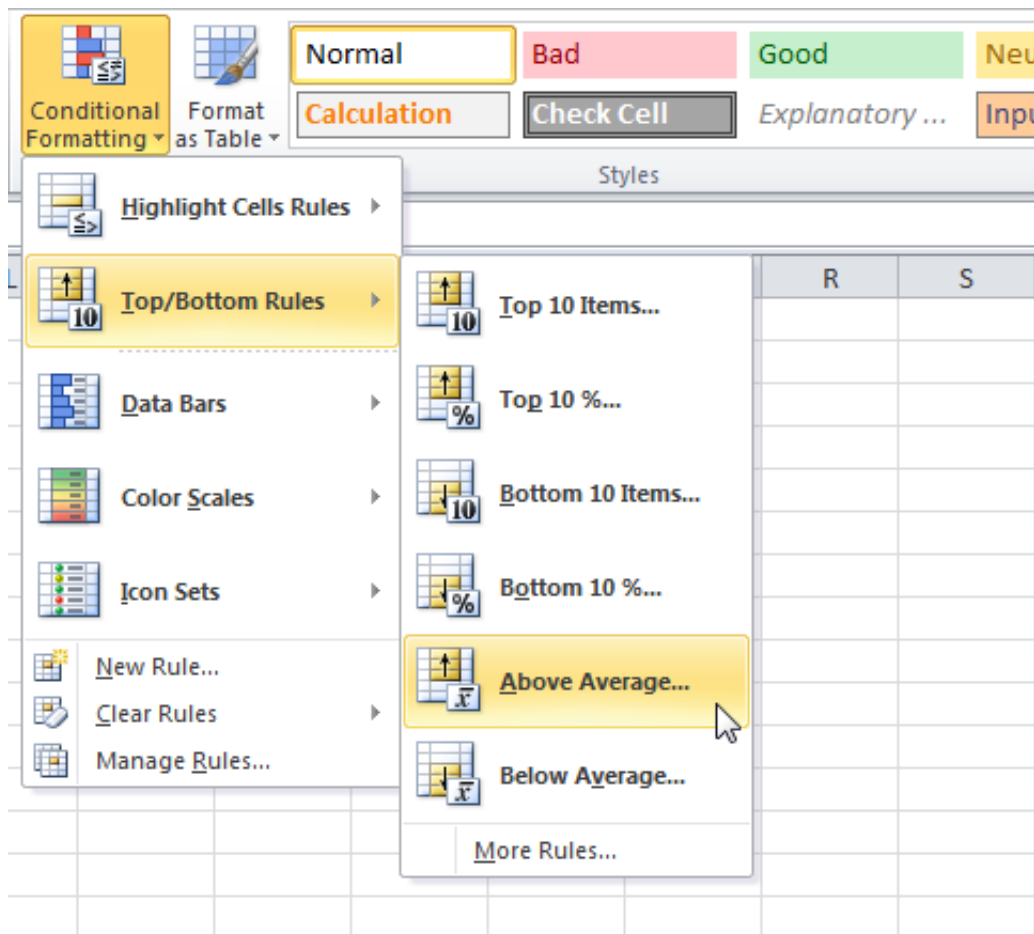2. On the Home tab, click Conditional Formatting, Clear Rules, Clear Rules from Selected Cells.

Top/Bottom Rules

To highlight cells that are above the average of the cells, execute the following steps.

1. Select the range A1:A10.

2. On the Home tab, click Conditional Formatting, Top/Bottom Rules, Above Average...

3. Select a formatting style.

Above Average

Format cells that are ABOVE AVERAGE:

for the selected range with   Light Red Fill with Dark Red Text ▼

OK   Cancel

4. Click OK.

Result. Excel calculates the average (42.5) and formats the cells that are above this average.

	A	B	C
1	81		
2	6		
3	39		
4	43		
5	2		
6	95		
7	5		
8	11		
9	86		
10	57		
11			
12			

Note: you can also highlight the top 10 items, the top 10 %, etc. The sky is the limit!