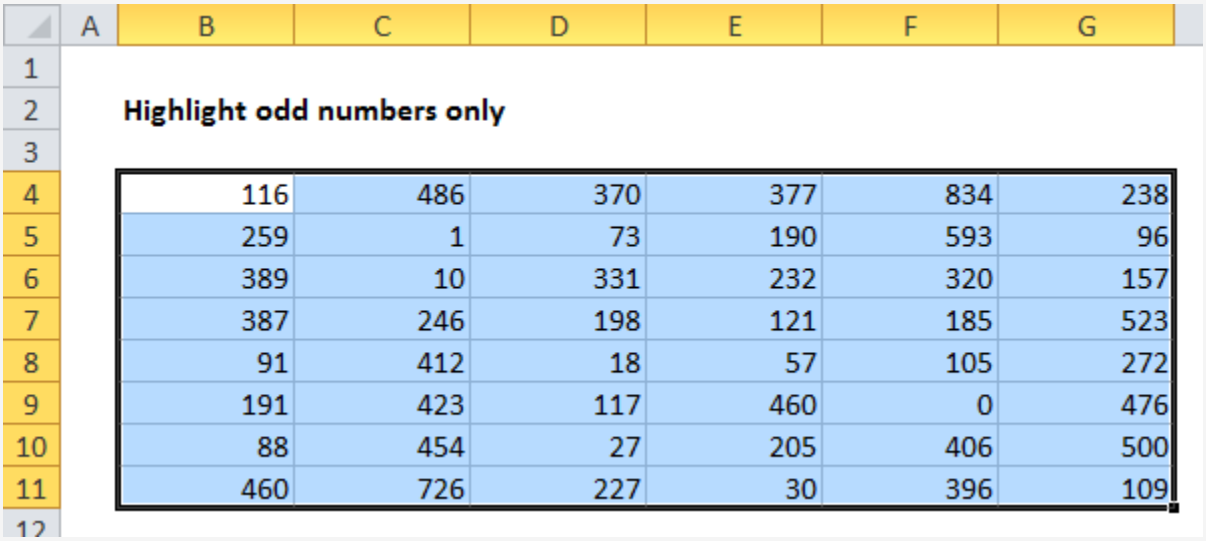
Quick start

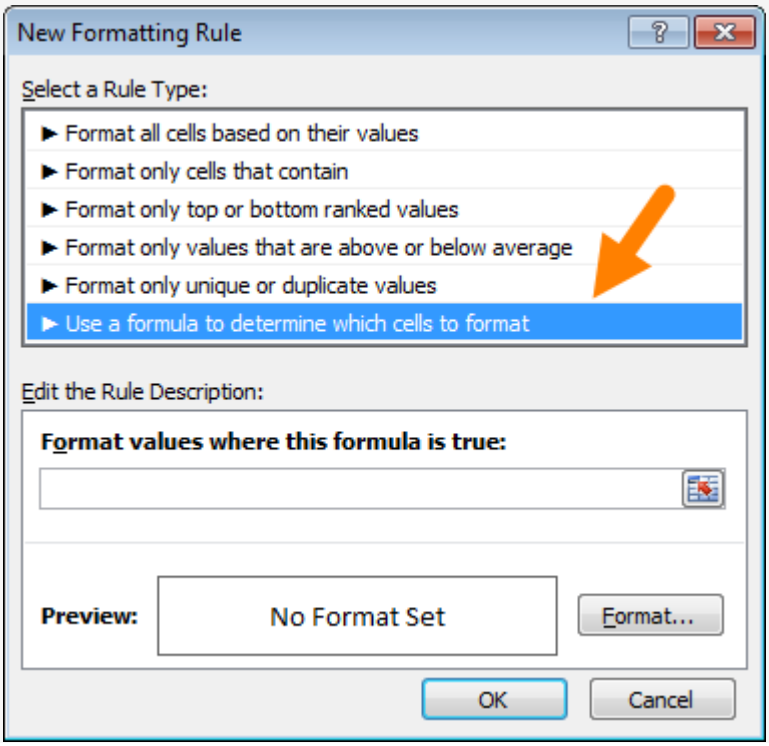
Create a formula-based conditional formatting rule to highlight odd numbers only as follows:

1. Select the cells you want to format.

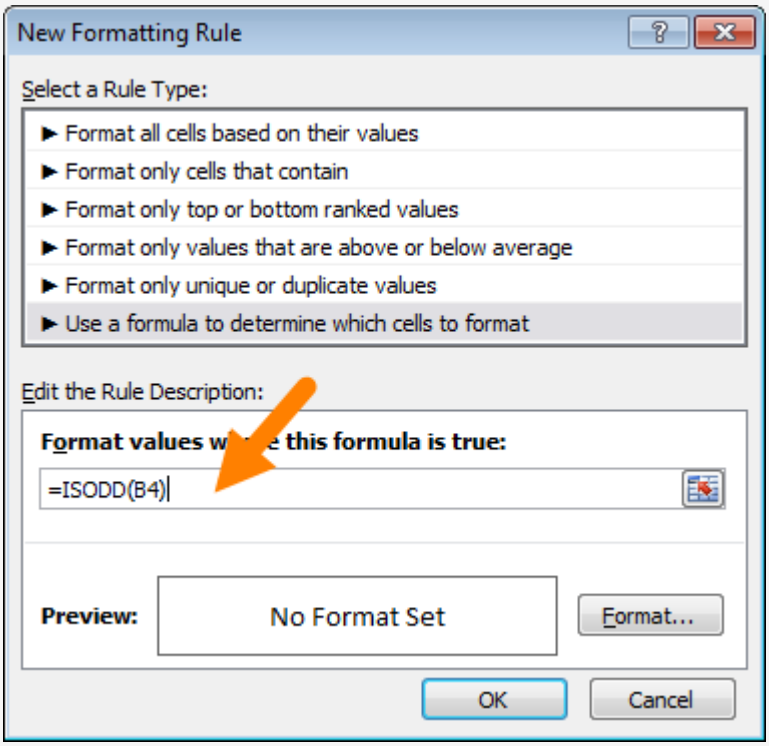


1						
2	**Highlight odd numbers only**					
3						
4	116	486	370	377	834	238
5	259	1	73	190	593	96
6	389	10	331	232	320	157
7	387	246	198	121	185	523
8	91	412	18	57	105	272
9	191	423	117	460	0	476
10	88	454	27	205	406	500
11	460	726	227	30	396	109

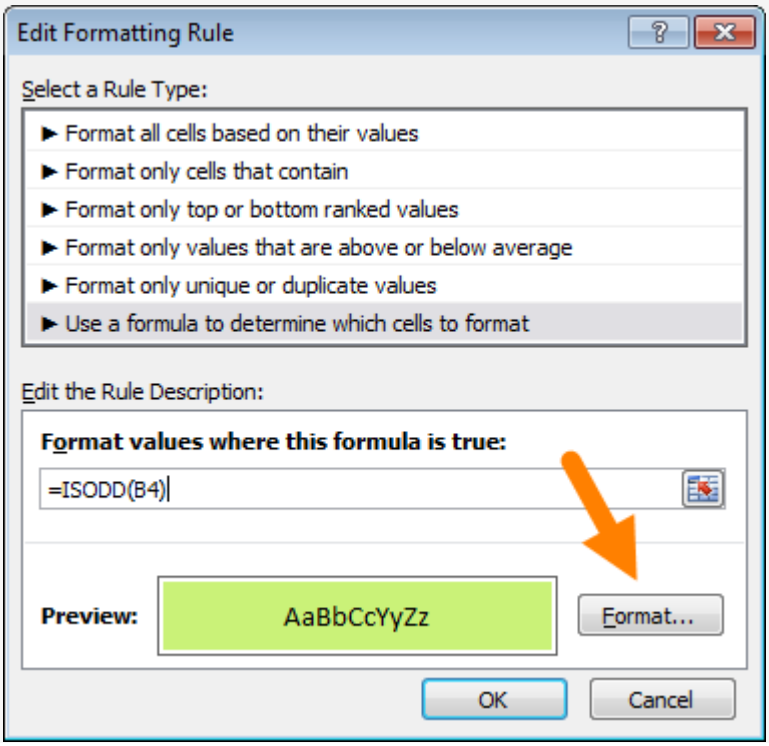
2. Create a conditional formatting rule, and select the Formula option



3. Enter a formula that returns TRUE or FALSE.



4. Set formatting options and save the rule.



The ISODD function only returns TRUE for odd numbers, triggering the rule:

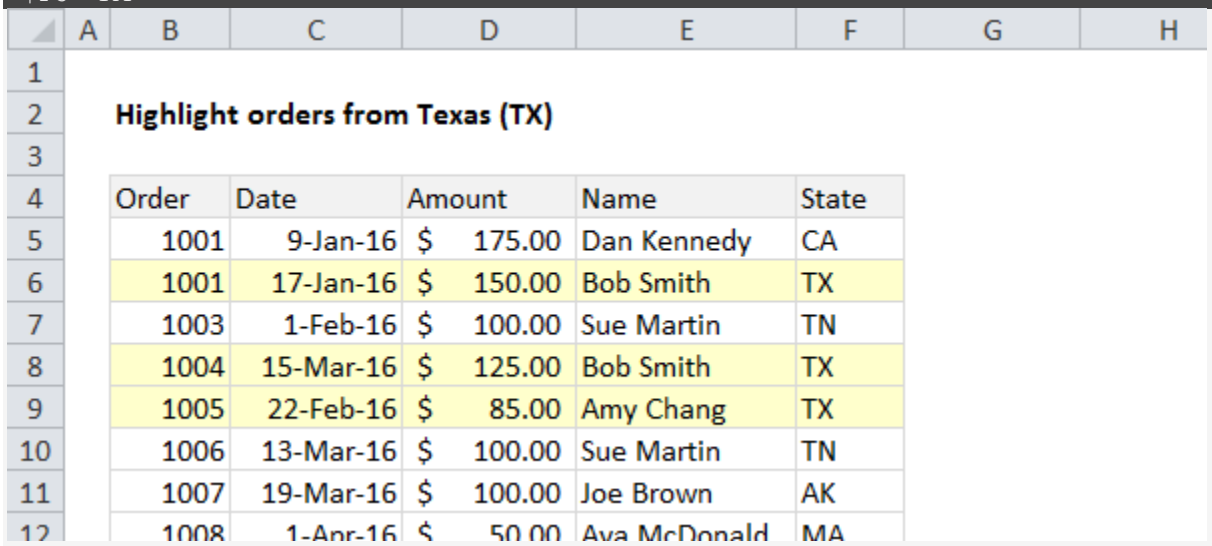
Highlight odd numbers only

116	486	370	377	834	238
259	1	73	190	593	96
389	10	331	232	320	157
387	246	198	121	185	523
91	412	18	57	105	272
191	423	117	460	0	476
88	454	27	205	406	500
460	726	227	30	396	109

Highlight orders from Texas

To highlight rows that represent orders from Texas (abbreviated TX), use a formula that locks the reference to column F:

```
=$F5="TX"
```



Highlight orders from Texas (TX)

Order	Date	Amount	Name	State
1001	9-Jan-16	$ 175.00	Dan Kennedy	CA
1001	17-Jan-16	$ 150.00	Bob Smith	TX
1003	1-Feb-16	$ 100.00	Sue Martin	TN
1004	15-Mar-16	$ 125.00	Bob Smith	TX
1005	22-Feb-16	$ 85.00	Amy Chang	TX
1006	13-Mar-16	$ 100.00	Sue Martin	TN
1007	19-Mar-16	$ 100.00	Joe Brown	AK
1008	1-Apr-16	$ 50.00	Ava McDonald	MA

Highlight dates in the next 30 days

To highlight dates occurring in the next 30 days, we need a formula that (1) makes sure dates are in the future and (2) makes sure dates are 30 days or less from today. One way to do this is to use the AND function together with the NOW function like this:

```
=AND(B4>NOW(),B4<=(NOW()+30))
```

With a current date of August 18, 2016, the conditional formatting highlights dates as follows:

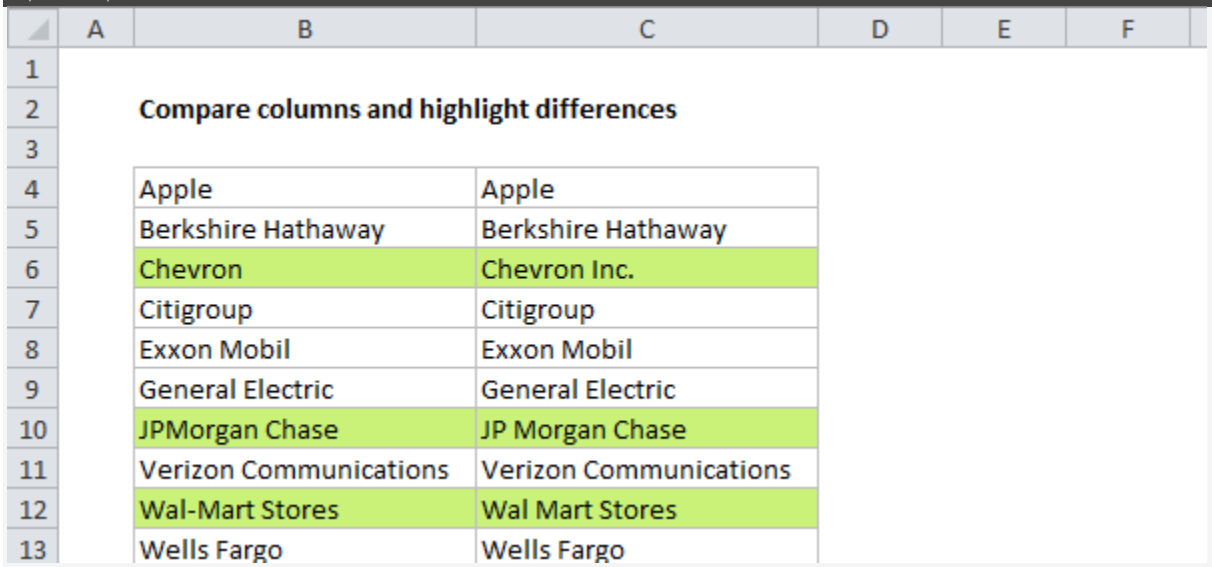
	A	B	C	D	E	F	G
1							
2		**Highlight dates in the next 30 days**			Current date:	8/18/2016	
3							
4		8/14/2016	9/26/2016	7/18/2016	7/10/2016	8/13/2016	
5		9/7/2016	10/3/2016	8/18/2016	7/19/2016	10/5/2016	
6		8/31/2016	8/25/2016	9/25/2016	9/27/2016	7/12/2016	
7		9/11/2016	10/10/2016	10/12/2016	9/18/2016	8/29/2016	
8		9/18/2016	6/21/2016	8/21/2016	7/18/2016	6/24/2016	
9		9/5/2016	7/23/2016	8/1/2016	6/22/2016	9/2/2016	
10		9/14/2016	7/22/2016	9/24/2016	9/1/2016	10/11/2016	
11		7/5/2016	7/9/2016	6/22/2016	6/23/2016	6/30/2016	
12							

The NOW function returns the current date and time.

Highlight column differences

Given two columns that contain similar information, you can use conditional formatting to spot subtle differences. The formula used to trigger the formatting below is:

```
=$B4<>$C4
```



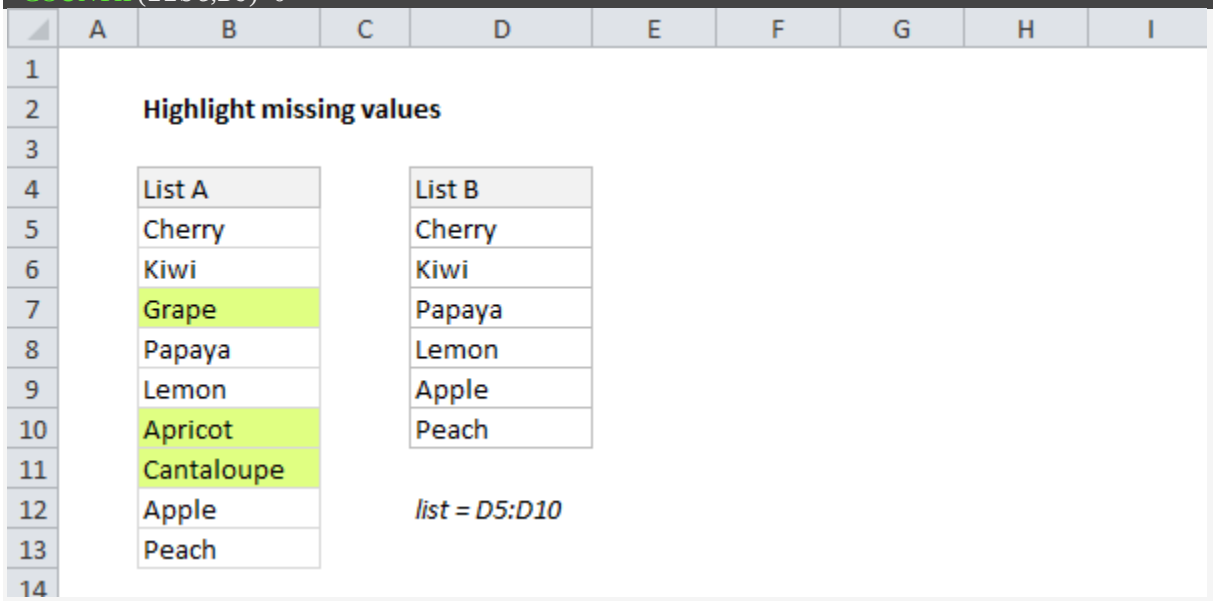
Compare columns and highlight differences

4	Apple	Apple
5	Berkshire Hathaway	Berkshire Hathaway
6	Chevron	Chevron Inc.
7	Citigroup	Citigroup
8	Exxon Mobil	Exxon Mobil
9	General Electric	General Electric
10	JPMorgan Chase	JP Morgan Chase
11	Verizon Communications	Verizon Communications
12	Wal-Mart Stores	Wal Mart Stores
13	Wells Fargo	Wells Fargo

Highlight missing values

To highlight values in one list that are missing from another, you can use a formula based on the COUNTIF function:

```
=COUNTIF(list,B5)=0
```



This formula simply checks each value in **List A** against values in the named range "list" (D5:D10). When the count is zero, the formula returns TRUE and triggers the rule, which highlights values in **List A** that are missing from **List B**.

Highlight properties with 3+ bedrooms under $350k

To find properties in this list that have at least 3 bedrooms but are less than $300,000, you can use a formula based on the AND function:

```
=AND($C5<350000,$D5>=3)
```

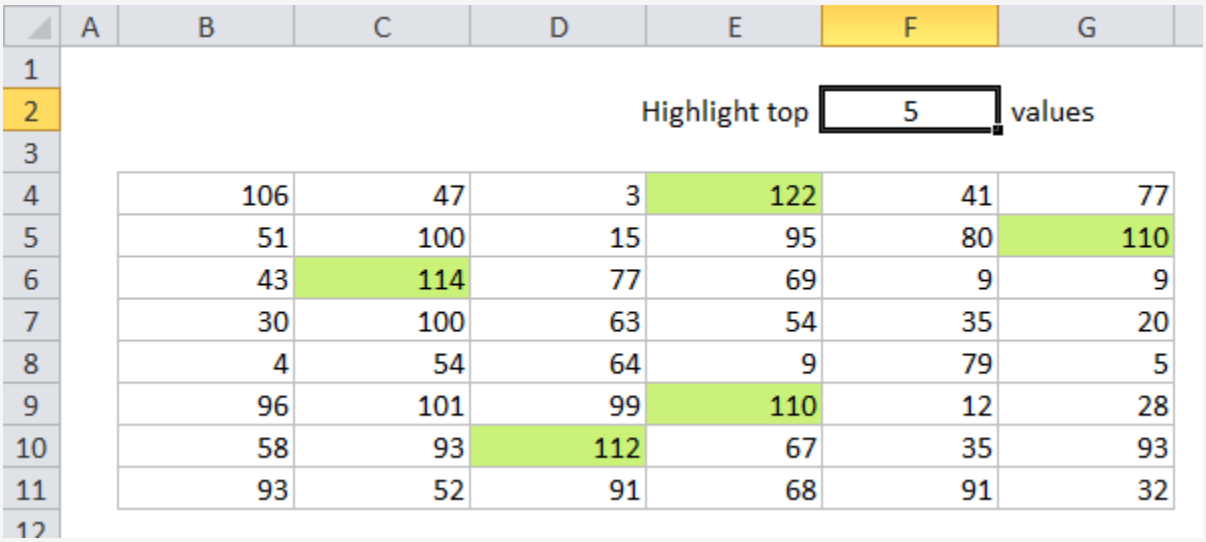
The dollar signs ($) lock the reference to columns C and D, and the AND function is used to make sure both conditions are TRUE. In rows where the AND function returns TRUE, the conditional formatting is applied:

Properties with at least 3 bedrooms under $350k

Address	Price	Beds	Baths	Sq Ft.
1301 Robinson Court	$ 349,500	3	2	2,000
2479 North Bend River Rd.	$ 109,900	1	1	758
897 Wiseman Street	$ 448,000	5	3	4,004
4960 Rosewood Lane	$ 849,900	3	2.5	3,920
4883 Hartland Avenue	$ 129,900	1	1	895
3007 Arthur Avenue	$ 119,000	2	1	1,025
2659 Crestview Terrace	$ 189,000	3	2	1,825
4803 Hoffman Avenue	$ 385,000	4	2	2,136

Highlight top values (dynamic example)

Although Excel has presets for "top values", this example shows how to do the same thing with a formula, and how formulas can be more flexible. By using a formula, we can make the worksheet interactive — when the value in F2 is updated, the rule instantly responds and highlights new values.



	A	B	C	D	E	F	G
1							
2					Highlight top	5	values
3							
4		106	47	3	122	41	77
5		51	100	15	95	80	110
6		43	114	77	69	9	9
7		30	100	63	54	35	20
8		4	54	64	9	79	5
9		96	101	99	110	12	28
10		58	93	112	67	35	93
11		93	52	91	68	91	32
12							

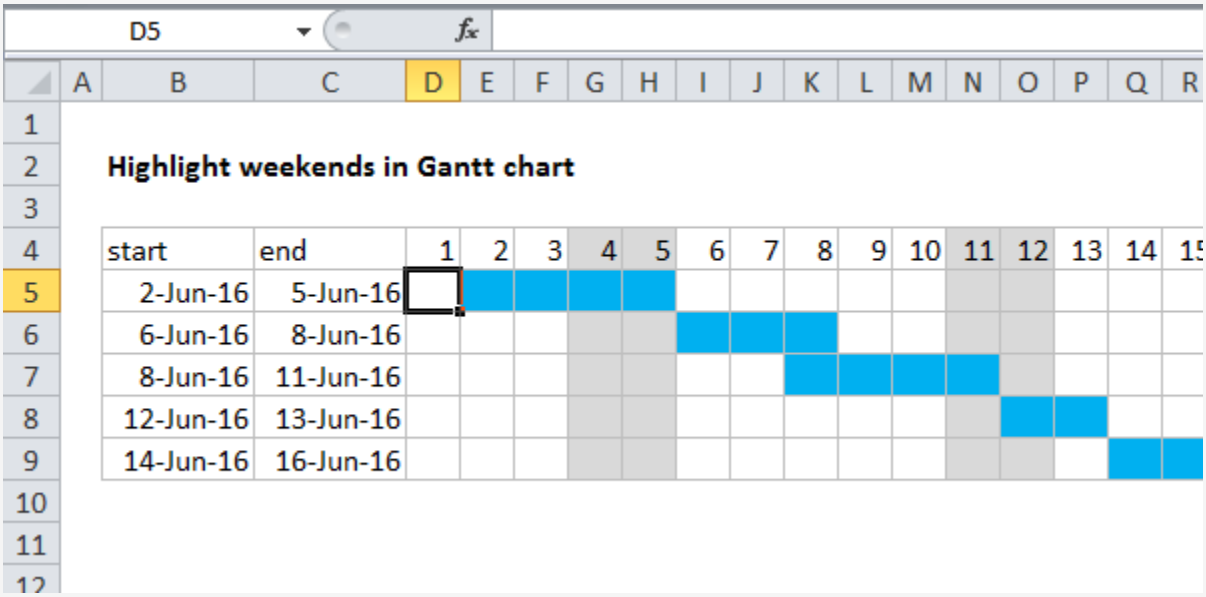
The formula used for this rule is:

```
=B4>=LARGE(data,input)
```

Where "data" is the named range B4:G11, and "input" is the named range F2.

Gantt charts

We can even use formulas to create simple Gantt charts with conditional formatting like this:

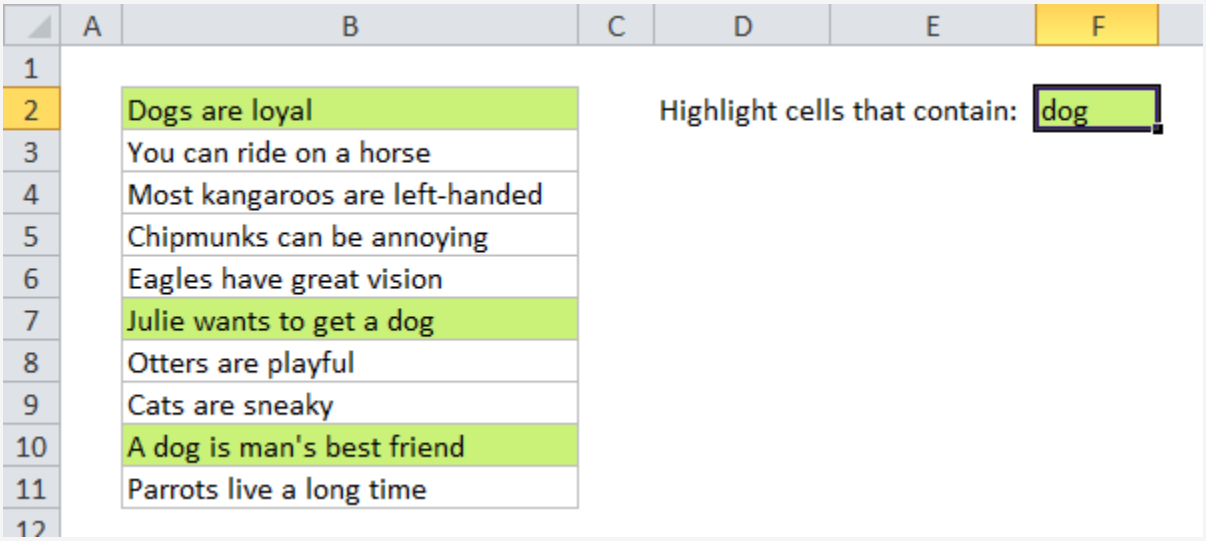


This worksheet uses two rules, one for the bars, and one for the weekend shading:

```
=AND(D$4>=$B5,D$4<=$C5) // bars
=WEEKDAY(D$4,2)>5 // weekends
```

Simple search box

One cool trick you can do with conditional formatting is to build a simple search box. In this example, a rule highlights cells in column B that contain text typed in cell F2:



The formula used is:

```
=ISNUMBER(SEARCH($F$2,B2))
```