

Icon Sets in Excel

Icon Sets in Excel make it very easy to visualize values in a range of cells. Each icon represents a range of values.

To add an icon set, execute the following steps.

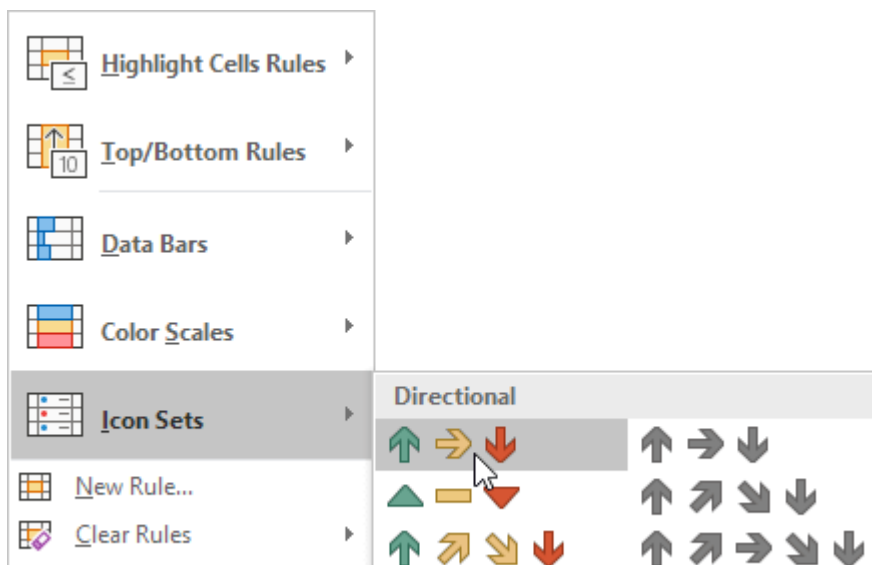
1. Select a range.
2. On the Home tab, in the Styles group, click Conditional Formatting.

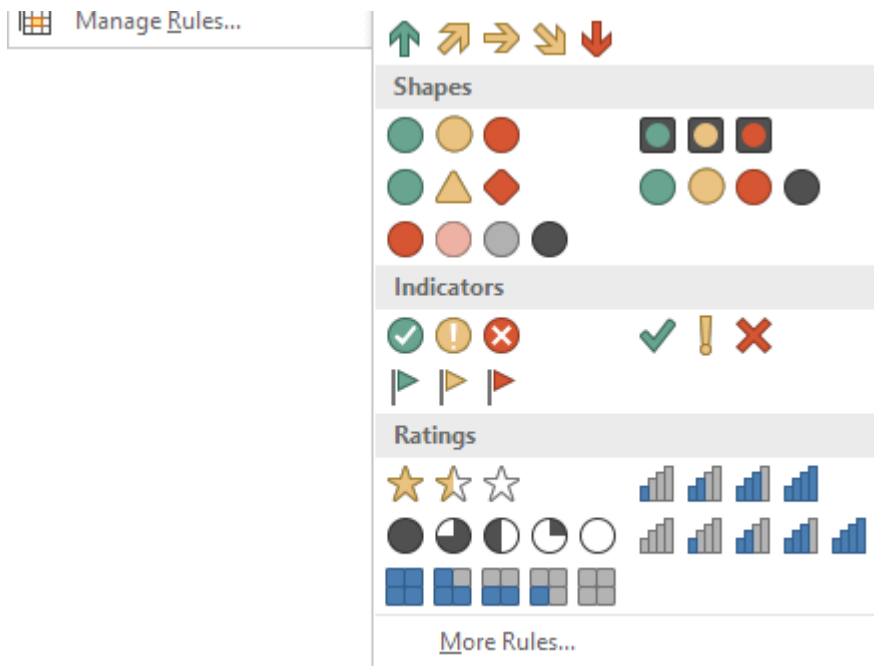


Discover more

[Excel](#) >[Microsoft Excel](#) >[Microsoft certification progra...](#) >

3. Click Icon Sets and click a subtype.



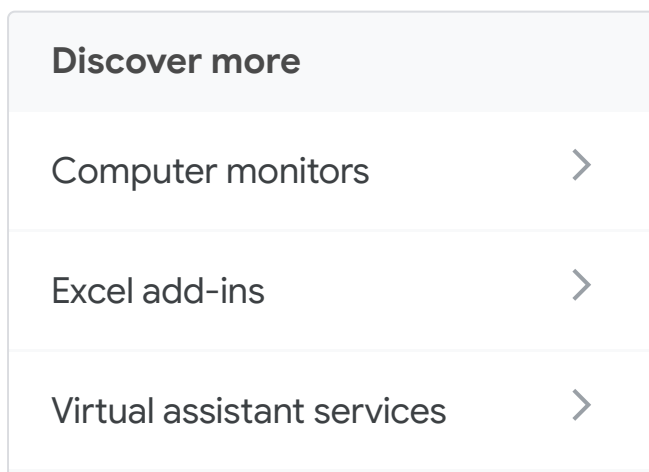


Result:

	A	B
1	↓	14
2	↓	6
3	→	39
4	→	43
5	↓	2
6	↑	95
7	↓	5
8	↓	11
9	↑	86
10	→	57
11		

Explanation: by default, for 3 icons, Excel calculates the 67th percent and 33rd percent.

67th percent = $\min + 0.67 * (\max - \min) = 2 + 0.67 * (95 - 2) = 64.31$. 33rd percent = $\min + 0.33 * (\max - \min) = 2 + 0.33 * (95 - 2) = 32.69$. A green arrow will show for values equal to or greater than 64.31. A yellow arrow will show for values less than 64.31 and equal to or greater than 32.69. A red arrow will show for values less than 32.69.



4. Change the values.

Result: Excel updates the icon set automatically.

	A	B
1	↓	25
2	→	50
3	↑	75
4	↓	0
5	↑	75
6	↑	100
7	↓	0
8	→	50
9	↑	75
10	↑	100
11		

Read on to further customize this icon set.

5. Select the range A1:A10.

6. On the Home tab, in the Styles group, click Conditional Formatting, [Manage Rules](#).

7. Click Edit rule.

Excel launches the Edit Formatting Rule dialog box. Here you can further customize your icon set (Icon Style, Reverse Icon Order, Show Icon Only, Icon, Value, Type, etc).

Edit Formatting Rule

Select a Rule Type:

- Format all cells based on their values
- Format only cells that contain
- Format only top or bottom ranked values
- Format only values that are above or below average
- Format only unique or duplicate values
- Use a formula to determine which cells to format

Edit the Rule Description:

Format all cells based on their values:

Format Style: Icon Sets

Icon Style: ☐ Show Icon Only

Display each icon according to these rules:

Icon		Value	Type
	when value is	>= 67	Percent
	when < 67 and	>= 33	Percent
	when < 33		

OK Cancel

Note: to directly launch this dialog box for new rules, at step 3, click More Rules.

8. Select 3 symbols (Uncircled) from the Icon Style drop-down list. Select No Cell Icon from the second Icon drop-down list. Change the Types to Number and change the Values to 100 and 0. Select the greater than symbol (>) next to the value 0.
9. Click OK twice.

Edit Formatting Rule ? X

Select a Rule Type:

- Format all cells based on their values
- Format only cells that contain
- Format only top or bottom ranked values
- Format only values that are above or below average
- Format only unique or duplicate values
- Use a formula to determine which cells to format

Edit the Rule Description:

Format all cells based on their values:

Format Style: Icon Sets ▼ Reverse Icon Order

Icon Style: Custom ▼ ☐ Show Icon Only

Display each icon according to these rules:

Icon		Value	Type
✓	when value is	>= 100	Number
No Cell Icon	when < 100 and	> 0	Number
✗	when <= 0		

OK Cancel

Result:

	A	B
1	25	
2	50	
3	75	
4	✗ 0	
5	75	
6	✓ 100	
7	✗ 0	
8	50	
9	75	
10	✓ 100	
11		

Discover more

macro >

Excel VBA books >

Financial consulting services >

Search Entire Site

Go

Chapter

- [Conditional Formatting](#)

Learn more, it's easy

- [Manage Rules](#)
- [Data Bars](#)
- [Color Scales](#)
- [Icon Sets](#)
- [Find Duplicates](#)
- [Shade Alternate Rows](#)
- [Compare Two Lists](#)
- [Conflicting Rules](#)
- [Heat Map](#)

⬇ Download Excel File

- [icon-sets.xlsx](#)

Next Chapter

- [Charts](#)

Follow Excel Easy



Become an Excel Pro

- 1. Introduction

- 2. Basics

- 3. Functions

- 4. Data Analysis

- 5. VBA

Icon Sets • © 2010-2026

Start with Excel in 2026: Range • Formulas and Functions • Ribbon • Cell References • Sort • Filter