

Named Range in Excel

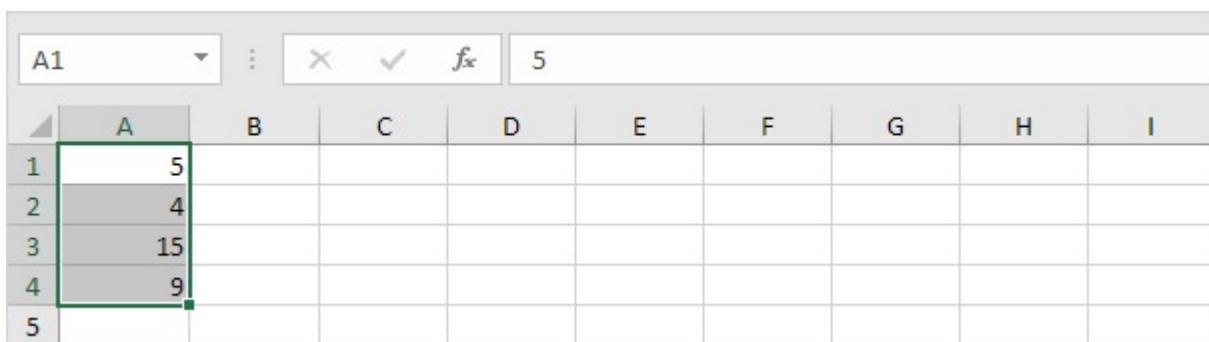
Create a named range or a named constant and use these names in your Excel formulas.

This way you can make your formulas easier to understand.

◆ Create a Named Range

To create a named range in Excel, execute the following steps.

1. For example, select the range A1:A4.



A	B	C	D	E	F	G	H	I
1	5							
2	4							
3	15							
4	9							
5								

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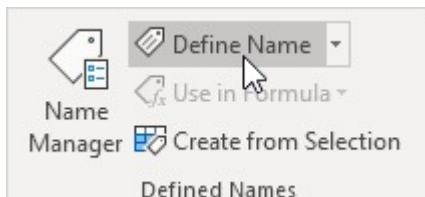
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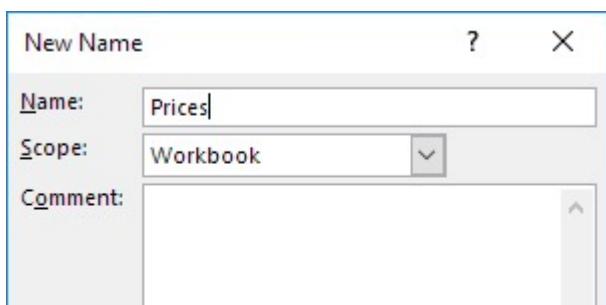
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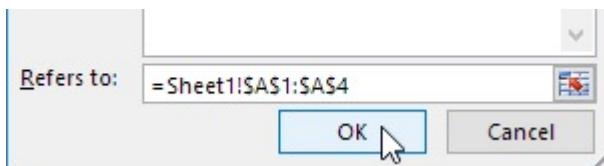
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2. On the Formulas tab, in the Defined Names group, click Define Name.



3. Enter a name and click OK.





There's an even quicker way of doing this.

4. Select the range, type the name in the Name box and press Enter.

The screenshot shows a portion of an Excel spreadsheet. The top ribbon has tabs for Home, Insert, Page Layout, Formulas, Data, etc. Below the ribbon, the formula bar shows 'Prices' in the 'Name Box'. To the right of the name box are standard Excel buttons: a red X, a green checkmark, a blue 'fx' icon, and a small dropdown arrow. The main area shows a 5x9 grid of cells. The first four rows (A1 to A4) are highlighted with a green border, indicating they are selected. The values in these cells are 5, 4, 15, and 9 respectively. The cell A5 is also highlighted with a green border and contains the value 33. The columns are labeled A through I, and the rows are labeled 1 through 5.

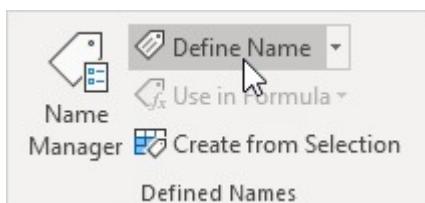
5. Now you can use this named range in your formulas. For example, sum Prices.

This screenshot continues from the previous one. The formula bar now displays '=SUM(Prices)' in the 'Name Box' area. The main spreadsheet area shows the same 5x9 grid. The cell A5 is highlighted with a green border and contains the value 33, which is the result of the SUM function applied to the named range 'Prices'.

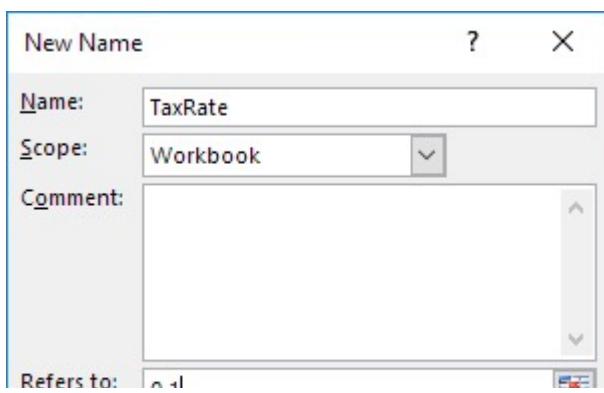
◆ Named Constant

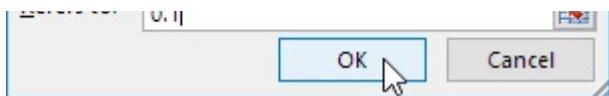
To create a named constant, execute the following steps.

1. On the Formulas tab, in the Defined Names group, click Define Name.



2. Enter a name, type a value, and click OK.





3. Now you can use this named constant in your formulas.

A screenshot of an Excel spreadsheet. The formula bar at the top shows 'B1' and '=A1*TaxRate'. The main area contains a table with two columns (A and B) and six rows. Column A has values 1 through 5. Column B has values 0.5, 0.4, 1.5, 0.9, 3.3, and an empty cell. Row 1 is bolded.

	A	B	C	D	E	F	G	H	I
1	5	0.5							
2	4	0.4							
3	15	1.5							
4	9	0.9							
5	33	3.3							
6									

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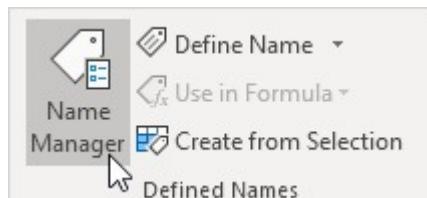
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◆ Name Manager

Use the Name Manager in Excel to view, edit and delete named ranges and named constants.

1. On the Formulas tab, in the Defined Names group, click Name Manager.



2. For example, select TaxRate and click Edit.

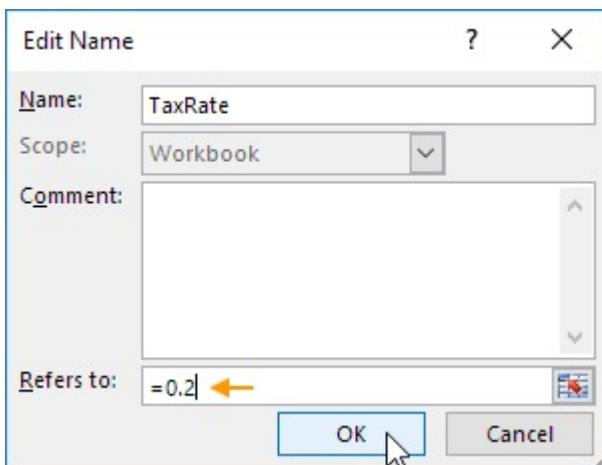
A screenshot of the 'Name Manager' dialog box. The 'Edit...' button is highlighted with a mouse cursor. The table lists two named ranges: 'Prices' and 'TaxRate'. The 'TaxRate' row is currently selected. The 'Edit...' button is located in the top toolbar of the dialog box.

Name	Value	Refers To	Scope	Comment
Prices	{5;"4";"15";"9"}	=Sheet1!\$A\$1:\$A\$4	Workbo...	
TaxRate	0.1	=0.1	Workbo...	



3. Change the tax rate from 0.1 to 0.2.

4. Click OK.



Result: Excel automatically updates all the formulas that use TaxRate.

	A	B	C	D	E	F	G	H	I
1	5	1							
2	4	0.8							
3	15	3							
4	9	1.8							
5	33	6.6							
6									

◆ Create from Selection

If your data has labels, you can quickly create named ranges in Excel.

1. For example, select the range A1:D13.

	A	B	C	D	E	F	G	H	I
1	Chocolate	Strawberry	Vanilla						
2	Jan	544	639	189					
3	Feb	217	719	679					
4	Mar	810	178	810					
5	Apr	567	926	929					
6	May	745	230	364					
7	Jun	298	820	947					
8	Jul	457	522	832					
9		100	700	500					

9	Aug	495	500	239				
10	Sep	871	391	529				
11	Oct	585	225	791				
12	Nov	478	262	540				
13	Dec	741	883	809				
14								

2. On the Formulas tab, in the Defined Names group, click Create from Selection.

3. Check Top row and Left column and click OK.

4. Excel created $12 + 3 = 15$ named ranges! Simply select a range and look at the Name box.

5. Use the intersect operator (space) to return the intersection of two named ranges.

Note: try it yourself. Download the [Excel file](#), create the named ranges quickly and easily (Sheet2) and lookup any value in this two-dimensional range.

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