What is a Macro in Excel?

A macro in Excel allows you to record a series of actions and then automate those actions to run with a single command. Here's a step-by-step guide on how to use macros for conditional formatting in Excel

Step 1 : First Clean the Data:

Ensure your data is organized and free of any errors or inconsistencies. For example, remove any unnecessary spaces, correct any spelling errors, and ensure all data entries are in the correct format.

Step 2 : Record a Macro

first name	last name	age
rajini	kanth	23
prashanth	lal	24
prashanth	kumar	26
pradeep	kumar	27
arjun	kumar	28
sandeep	adey	19
sandeepa	c	18
pavan	kumar	20
chethan	kumar	25

Macro   ?   X

Macro name:

format_contact_details

- Run
- Step Into
- Edit
- Create
- Delete
- Options...

Macros in: This Workbook

Description

Cancel

Step 3 : Apply Conditional Formatting

first name	last name	age
rajini	kanth	23
prashanth	lal	24
prashanth	kumar	26
pradeep	kumar	27
arjun	kumar	28
sandeep	adey	19
sandeepa	c	18
pavan	kumar	20
chethan	kumar	25

Greater Than ? ✕

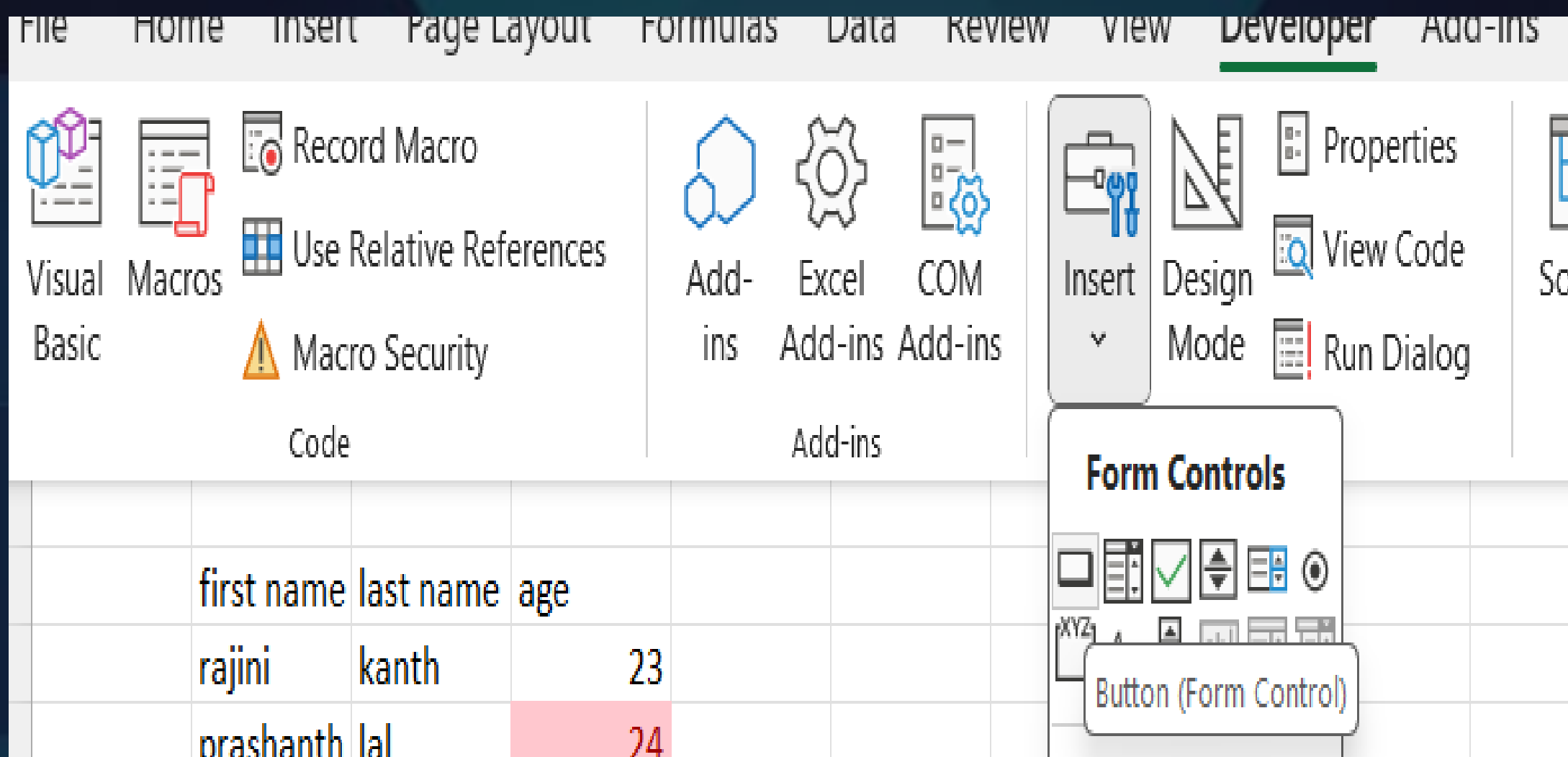**Format cells that are GREATER THAN:**

23 ⬆ with Light Red Fill with Dark Red Text ⌄

OK   Cancel

Step 4 : Create a Button to Apply Formatting: