

Most Important Custom Format Codes

Numbers

| Description | Code | Positive value | Negative value | Zero |
|------------------------------|-----------------------|----------------|----------------|------|
| Default | General | 12345.1 | -12345.1 | 0 |
| Plus and minus signs | +#,##0;-#,##0;0 | +12,345 | -12,345 | 0 |
| Thousands | #,##0, | 12 | -12 | 0 |
| Millions | #,##0,, | 0 | 0 | 0 |
| Hide zeros | #,##0;-#,##0; | 12,345 | -12,345 | |
| Hide text | #,##0.0;-#,##0.0;0.0; | 12,345.1 | -12,345.1 | 0.0 |
| Space as thousands separator | # ##0 | 12 345 | -12 345 | 0 |
| 1 decimal if <10 | [<10]###0.0;###0 | 9.9 | 15 | 0.0 |

Financial/Accounting

| Description | Code | Positive value | Negative value | Zero |
|--------------------------------|---|----------------|----------------|-------|
| Default | [\$#,##0_];[Red](\$#,##0) | \$12,345 | -\$12,345 | \$0 |
| Colorful | [Green][\$#,##0_];[Red](\$#,##0);\$#,##0 | \$12,345 | (\$12,345) | \$0 |
| Colorful, currency on the left | [Green]_(\$* #,##0_);[Red]_(\$* (#,##0);_(\$* "-"_);_(@_) | \$ 12,345 | \$ (12,345) | \$ - |
| Currency words left | USD "#,##0_";"USD "-#,##0_";"USD "#,##0_) | USD 12,345 | USD -12,345 | USD 0 |
| Currency words aligned left | _([\$USD] * #,##0_);_([\$USD] * -#,##0);_([\$USD] * 0_) | USD 12,345 | USD -12,345 | USD 0 |

Percentage

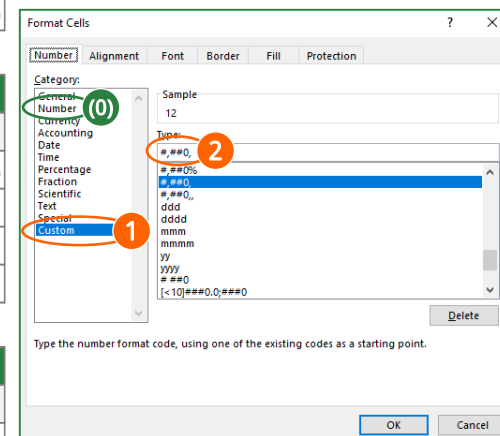
| Description | Code | Positive value | Negative value | Zero |
|------------------------------------|--------|----------------|----------------|------|
| Default | 0% | 12345% | -12345% | 0% |
| Thousands separator for percentage | #,##0% | 12,345% | -12,345% | 0% |

Date

| Description | Code | Positive value | Negative value | Zero |
|-----------------------------|-----------|----------------|----------------|-----------|
| Default | m/d/yyyy | 4/22/2017 | 4/22/2017 | 4/22/2017 |
| Weekday name short | ddd | Sat | Sat | Sat |
| Weekday name long | dddd | Saturday | Saturday | Saturday |
| Month short | mmm | Apr | Apr | Apr |
| Month long | mmmm | April | April | April |
| Year short | yy | 17 | 17 | 17 |
| Year long | yyyy | 2017 | 2017 | 2017 |
| Year long with abbreviation | "FY "yyyy | FY 2017 | FY 2017 | FY 2017 |

How to use custom number formats?

1. Press Ctrl + 1 on the keyboard and go to "Custom" on the left side.
2. Now you can enter your own custom number format.



Recommendation: Select a number format which is very close to your desired format first (number (0) on the screenshot blow). That way you only have to do some minor changes and don't have to create the whole format from the scratch.