

How can I apply conditional formatting to blank cells in Excel?

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Conditional formatting in Excel allows users to automatically format cells based on specific criteria or conditions. This feature can also be applied to blank cells in a spreadsheet. To do so, follow these steps:

1. Select the range of cells where you want the conditional formatting to be applied.
2. Go to the "Home" tab and click on "Conditional Formatting" in the "Styles" group.
3. Choose "Highlight Cells Rules" and then "Blank Cells" from the drop-down menu.
4. In the "Format Cells" dialog box, select the desired formatting style for the blank cells.
5. Click "OK" to apply the conditional formatting to the blank cells.

This will automatically highlight any blank cells in the selected range and apply the chosen formatting. This feature is useful for easily identifying and organizing data in a spreadsheet.

Excel: Apply Conditional Formatting to Blank Cells

There are two ways to apply conditional formatting to blank cells in Excel:

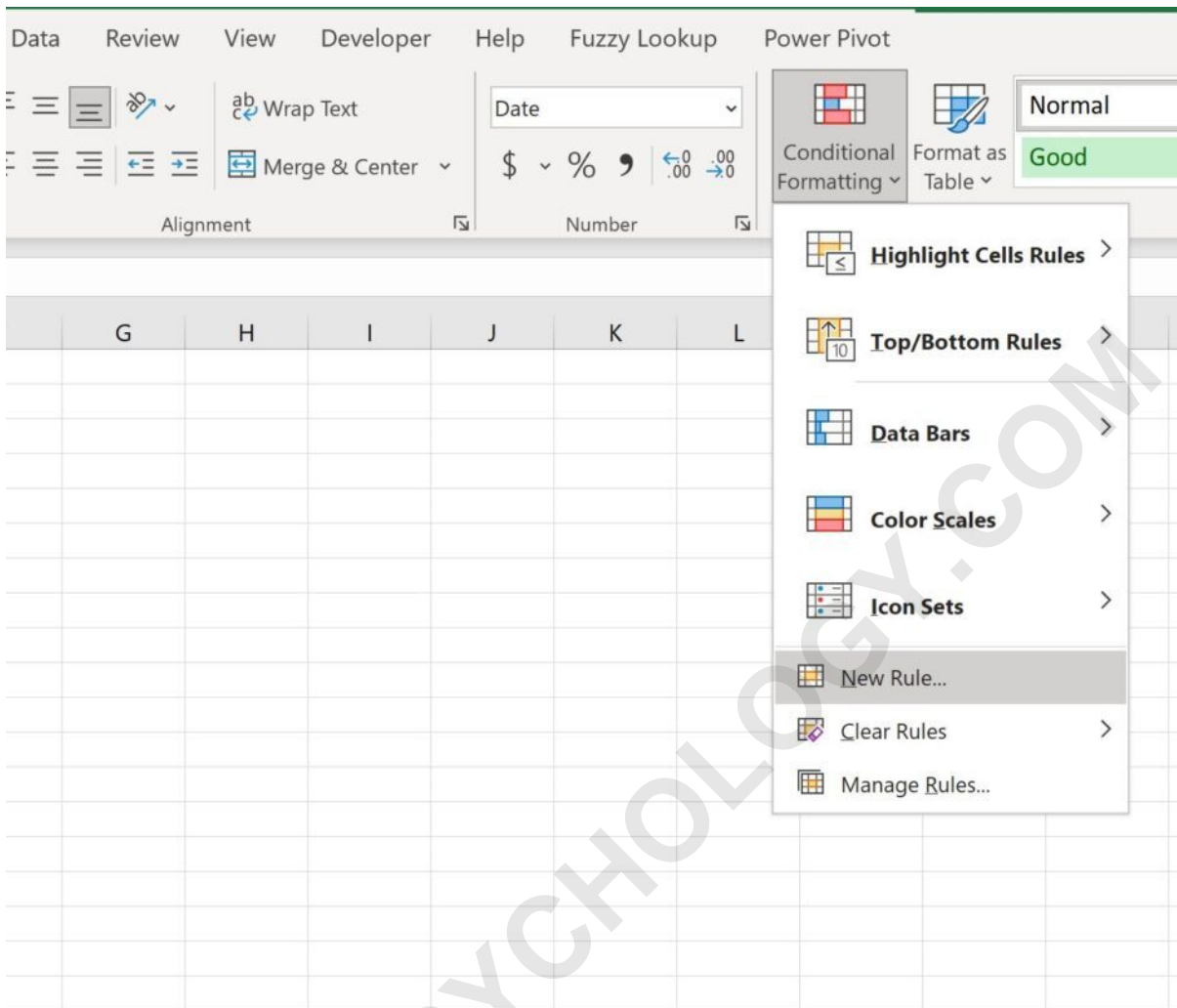
- 1. Choose Format only cells that contain within the Conditional Formatting box.**
- 2. Choose Use a formula to determine which cells to format within the Conditional Formatting box.**

The following examples show how to use each method with the following dataset in Excel that shows the points scored by various basketball players during different games:

	A	B	C	D	E	
1	Player	Game 1	Game 2	Game 3		
2	A	22	3			
3	B		5	14		
4	C	10	14			
5	D	14		16		
6	E	19	5	20		
7	F	23		28		
8	G	29	7	22		
9	H		7	29		
10	I	31	10	35		
11	J		12			
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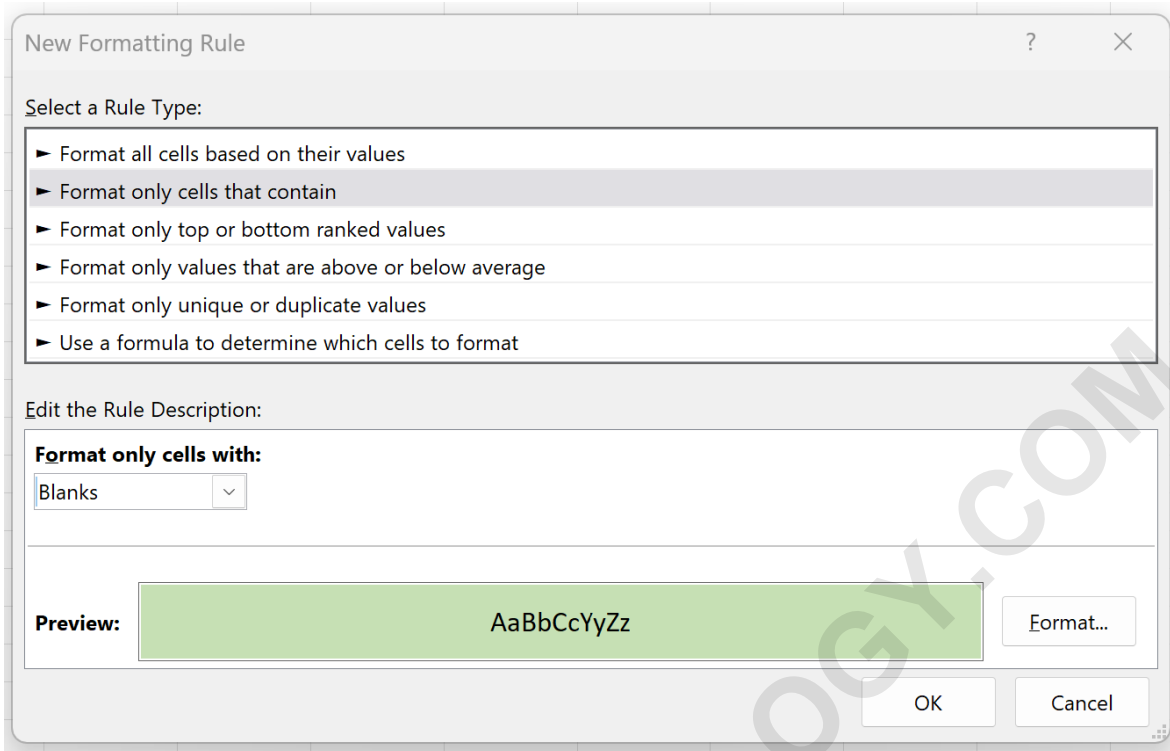
Example 1: Highlight Blank Cells Using "Format only cells that contain"

First, highlight the cells in the range A2:D11, then click the Conditional Formatting dropdown menu on the Home tab and then click New Rule:



In the new window that appears, click Format only cell that contain, then click the dropdown arrow under Format only cells with, then click Blanks.

Then click the Format button and choose a fill color.



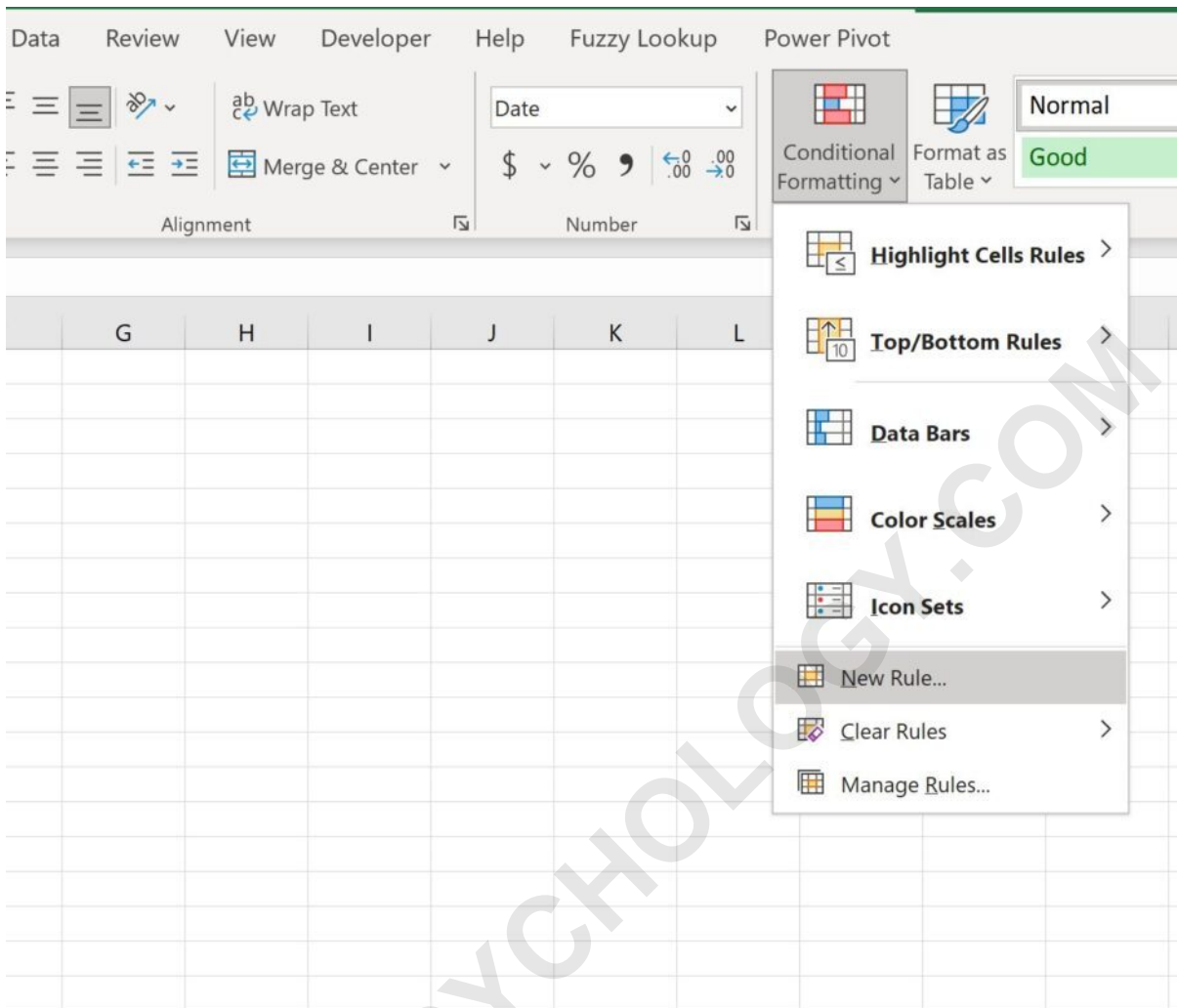
Once we press OK, all of the blank cells in the range A2:D11 will be highlighted:

	A	B	C	D	E	F
1	Player	Game 1	Game 2	Game 3		
2	A	22	3			
3	B		5	14		
4	C	10	14			
5	D	14		16		
6	E	19	5	20		
7	F	23		28		
8	G	29	7	22		
9	H		7	29		
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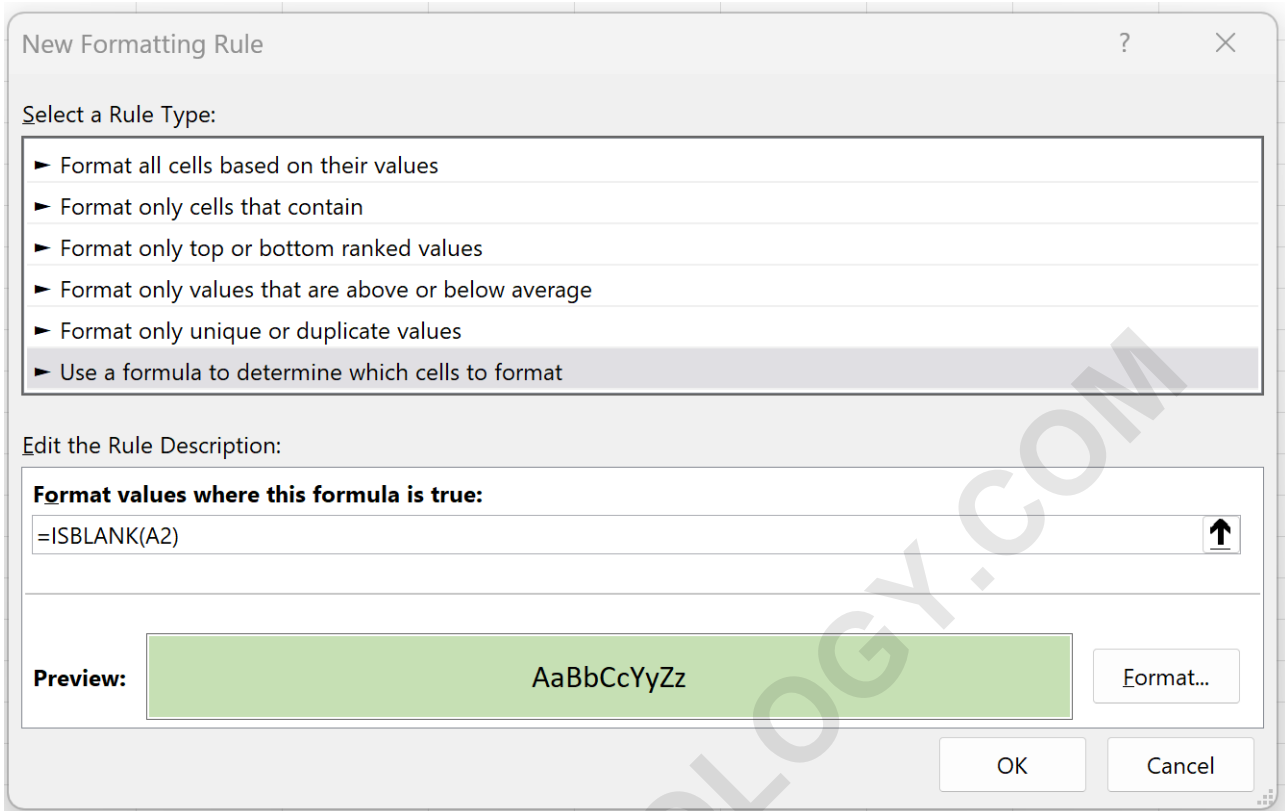
Note: We chose to use a light green fill for the conditional formatting in this example, but you can choose any color and style you'd like for the conditional formatting.

Example 2: Highlight Blank Cells Using "Use a formula to determine which cells to format"

First, highlight the cells in the range A2:D11, then click the Conditional Formatting dropdown menu on the Home tab and then click New Rule:



Then click the Format button and choose a fill color.



Once we press OK, all of the blank cells in the range A2:D11 will be highlighted:

	A	B	C	D	E	F
1	Player	Game 1	Game 2	Game 3		
2	A	22	3			
3	B		5	14		
4	C	10	14			
5	D	14		16		
6	E	19	5	20		
7	F	23		28		
8	G	29	7	22		
9	H		7	29		
10	I	31	10	35		
11	J		12			
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To ensure that the formula works correctly, be sure to use the cell in the top left corner of your range of cells in the ISBLANK() function.

In this example, we used cell A2 since it represented the cell in the top left corner of our range.

The following tutorials explain how to perform other common tasks in Excel: