

How can I filter data using a specific date range in Excel Advanced Filter?

Authored by
stats writer

June 25, 2024

RECOMMENDED CITATION

stats writer (2024). *How can I filter data using a specific date range in Excel Advanced Filter?*. PSYCHOLOGICAL SCALES. Retrieved from <https://scales.arabpsychology.com/?p=151783>

The Excel Advanced Filter feature allows users to filter data in a specific date range by following a few simple steps. First, select the data to be filtered and click on the "Data" tab. Then, click on the "Advanced" button in the "Sort & Filter" section. In the pop-up window, choose the criteria range to be the column with the dates and select the desired date range. Finally, click on "OK" to apply the filter and view the filtered data. This feature is useful for organizing and analyzing data within a specific time frame in Excel.

Excel Advanced Filter: Filter Using Date Range

You can use the Advanced Filter function in Excel to filter the rows in a dataset based on a date range.

The following example shows how to do so.

Example: How to Use Date Range in Excel Advanced Filter

Suppose we have the following dataset that shows the total sales made on various dates by some company:

	A	B	C	D	E
1	Date	Sales			
2	1/1/2023	4			
3	1/4/2023	9			
4	1/19/2023	12			
5	1/25/2023	14			
6	1/28/2023	14			
7	2/3/2023	10			
8	2/15/2023	5			
9	2/19/2023	6			
10	2/25/2023	8			
11	3/4/2023	11			
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					

Now suppose we'd like to filter for rows where the date is between 1/20/2023 and 2/20/2023.

To do so, we can define a criteria range with the two dates:

	A	B	C	D	E	F
1	Date	Sales		Date	Date	
2	1/1/2023	4		>1/20/202	<2/20/2023	
3	1/4/2023	9				
4	1/19/2023	12				
5	1/25/2023	14				
6	1/28/2023	14				
7	2/3/2023	10				
8	2/15/2023	5				
9	2/19/2023	6				
10	2/25/2023	8				
11	3/4/2023	11				
12						
13						
14						
15						
16						
17						
18						
19						
20						

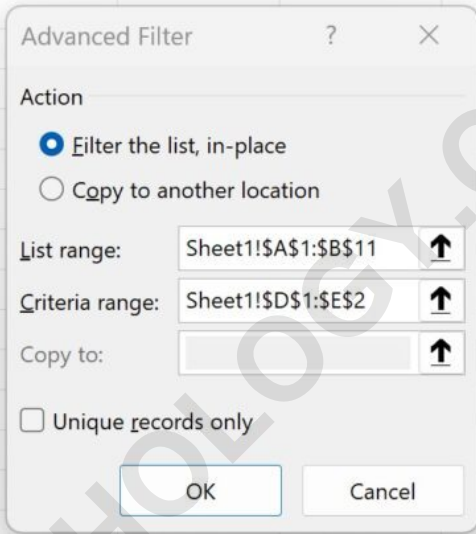
Next, we can click the Data tab and then click the Advanced Filter button:

The screenshot displays the Microsoft Excel interface with the **Data** tab selected. The ribbon shows the **Sort & Filter** group, where the **Advanced** filter option is highlighted with a red box. Below the ribbon, the spreadsheet shows the following data:

	C	D	E	F	G	H	I
		Date	Date				
4		>1/20/2022	<2/20/2023				
9							
12							
14							
14							
10							
5							
6							
8							
11							

We'll choose A1:B11 as the list range and D1:E2 as the criteria range:

	A	B	C	D	E	F	G
1	Date	Sales		Date	Date		
2	1/1/2023	4		>1/20/202	<2/20/2023		
3	1/4/2023	9					
4	1/19/2023	12					
5	1/25/2023	14					
6	1/28/2023	14					
7	2/3/2023	10					
8	2/15/2023	5					
9	2/19/2023	6					
10	2/25/2023	8					
11	3/4/2023	11					
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							



Once we click OK, the dataset will be filtered to only show rows where the date is between 1/20/2023 and 2/20/2023:

	A	B	C	D	E
1	Date	Sales		Date	Date
5	1/25/2023	14			
6	1/28/2023	14			
7	2/3/2023	10			
8	2/15/2023	5			
9	2/19/2023	6			
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					

Notice that each date in the filtered data is between 1/20/2023 and 2/20/2023.

Note: If you'd like to filter the rows to include the beginning and ending dates then you can use \geq and \leq operators in the criteria range instead of the $>$ and $<$ operators.