

How can I sort a range in Google Sheets by column?

Authored by
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RECOMMENDED CITATION

stats writer (2024). *How can I sort a range in Google Sheets by column?*.
PSYCHOLOGICAL SCALES. Retrieved from <https://scales.arabpsychology.com/?p=160019>

To sort a range in Google Sheets by column, follow these steps:

1. Select the range of data that you want to sort.
2. Click on the "Data" tab in the menu bar.
3. Select "Sort range" from the dropdown menu.
4. A new window will appear where you can select the column you want to sort by.
5. Choose the desired sorting order (ascending or descending).
6. Click on "Sort" to apply the changes.

By following these steps, you can easily organize your data in Google Sheets by sorting it according to a specific column. This feature is useful for quickly identifying patterns and trends in large sets of data.

Google Sheets Sort Range By Column

Sort Range By Column

Google sheet lets you sort data in a range by columns

It is possible to sort data in a sheet by range.

Note: To sort a range that has more than one column, the whole range of data has to be selected. Sorting just one can breaks the relationship between columns.

This is shown in an example later in this chapter.

The sort commands can be found in the **Data** menu.

My first spreadsheet ☆ 📁 ☁

File Edit View Insert Format **Data** Tools Add-ons Help

100% \$ % .0

	A	B	
1	Name	Total stats	
2	Bulbasaur	318	
3	Ivysaur	405	
4	Venusaur	525	
5	Charmander	309	
6	Charmeleon	405	
7	Charizard	534	
8	Squirtle	314	
9	Wartortle	405	
10	Blastoise	530	
11	Caterpie	195	
12	Metapod	205	
13	Butterfree	395	
14	Weedle	195	
15	Kakuna	205	
16	Beedrill	395	
17	Pidgey	251	
18	Pidgeotto	349	
19	Pidgeotto	479	
20	Rattata	253	
21	Raticate	413	
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- Sort sheet by **column A**, A → Z
- Sort sheet by **column A**, Z → A

- Sort range by **column A**, A → Z
- Sort range by **column A**, Z → A

- Sort range

- ▼ Create a filter
- Filter views ▶
- ☰ Slicer

- Data validation
- Pivot table
- Randomize range
- Named ranges
- Protected sheets and ranges

- Cleanup suggestions New
- Column stats
- Split text to columns
- Remove duplicates
- Trim whitespace

- Group Alt+Shift+→
- Ungroup Alt+Shift+←

Example (Sort Text)

Sort the Pokemon in the range `A2:A21` by their **Name**, ascending from smallest to largest (A-Z).

Copy the values to follow along.

	A	B
1	Name	
2	Bulbasaur	
3	Ivysaur	
4	Venusaur	
5	Charmander	
6	Charmeleon	
7	Charizard	
8	Squirtle	
9	Wartortle	
10	Blastoise	
11	Caterpie	
12	Metapod	
13	Butterfree	
14	Weedle	
15	Kakuna	
16	Beedrill	
17	Pidgey	
18	Pidgeotto	
19	Pidgeotto	
20	Rattata	
21	Raticate	
22		

Select the range `A2:A21`

Note: `A1` is not included as it is the header for the column. This is the row that is dedicated to the filter. Including it will blend it with the rest.

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100% | \$ % .0 .00 123 | Default (Ari... | 10 | **B** *I* ↺

A2:A21 | *fx* | Bulbasaur

	A	B	C	D	E	F
1	Name					
2	Bulbasaur					
3	Ivysaur					
4	Venusaur					
5	Charmander					
6	Charmeleon					
7	Charizard					
8	Squirtle					
9	Wartortle					
10	Blastoise					
11	Caterpie					
12	Metapod					
13	Butterfree					
14	Weedle					
15	Kakuna					
16	Beedrill					
17	Pidgey					
18	Pidgeotto					
19	Pidgeotto					
20	Rattata					
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Click on the **Data** menu and select **Sort range by column A, A → Z**

My first spreadsheet

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100% \$ % .0

A2:A21 Bulbasaur

	A	B	F
1	Name		
2	Bulbasaur		
3	Ivysaur		
4	Venusaur		
5	Charmander		
6	Charmeleon		
7	Charizard		
8	Squirtle		
9	Wartortle		
10	Blastoise		
11	Caterpie		
12	Metapod		
13	Butterfree		
14	Weedle		
15	Kakuna		
16	Beedrill		
17	Pidgey		
18	Pidgeotto		
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20	Rattata		
21	Raticate		
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- Sort sheet by **column A**, A → Z
- Sort sheet by **column A**, Z → A
- Sort range by **column A**, A → Z
- Sort range by **column A**, Z → A
- Sort range
- ▼ Create a filter
- Filter views
- ≡ Slicer
- Data validation
- Pivot table
- Randomize range
- Named ranges
- Protected sheets and ranges
- Cleanup suggestions **New**
- Column stats
- Split text to columns
- Remove duplicates
- Trim whitespace
- Group **Alt+Shift+→**
- Ungroup **Alt+Shift+←**

This is the result:

My first spreadsheet ☆ 📁 ↻ Saving...

File Edit View Insert Format Data Tools Add-ons Help

100% | \$ % .0 .00 123 | Default (Ari... | 10 | **B** *I* 🔗

A2:A21 | *fx* | Beedrill

	A	B	C	D	E	F
1	Name					
2	Beedrill					
3	Blastoise					
4	Bulbasaur					
5	Butterfree					
6	Caterpie					
7	Charizard					
8	Charmander					
9	Charmeleon					
10	Ivysaur					
11	Kakuna					
12	Metapod					
13	Pidgeotto					
14	Pidgeotto					
15	Pidgey					
16	Raticate					
17	Rattata					
18	Squirtle					
19	Venusaur					
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Try again, this time with **Sort range by column A, Z → A** to see what that looks like!

Example (Sort Numbers)

Sort the Pokemon ascending by their **Total stats** from smallest to largest.

Copy the values to follow along.

	A	B
1	Total stats	
2	318	
3	405	
4	525	
5	309	
6	405	
7	534	
8	314	
9	405	
10	530	
11	195	
12	205	
13	395	
14	195	
15	205	
16	395	
17	251	
18	349	
19	479	
20	253	
21	413	
22		

Select the range **A2:A21**

My first spreadsheet ☆ 📁 ☁

File Edit View Insert Format Data Tools Add-ons Help

100% | \$ % .0 .00 123 | Default (Ari... | 10 | **B** *I* ☒

A2:A21 | *fx* | 318

	A	B	C	D	E	F
1	Total stats					
2	318					
3	405					
4	525					
5	309					
6	405					
7	534					
8	314					
9	405					
10	530					
11	195					
12	205					
13	395					
14	195					
15	205					
16	395					
17	251					
18	349					
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21	413					
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Click on the **Data** menu and select **Sort range by column A, A → Z**

The screenshot shows a Google Sheets interface with a spreadsheet titled "My first spreadsheet". The "Data" menu is open, showing various options. The spreadsheet has a table with the following data:

	A	B	F
1	Total stats		
2	318		
3	405		
4	525		
5	309		
6	405		
7	534		
8	314		
9	405		
10	530		
11	195		
12	205		
13	395		
14	195		
15	205		
16	395		
17	251		
18	349		
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20	253		
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The "Data" menu is open, showing the following options:

- Sort sheet by column A, A → Z
- Sort sheet by column A, Z → A
- Sort range by column A, A → Z
- Sort range by column A, Z → A
- Sort range
- Create a filter
- Filter views
- Slicer
- Data validation
- Pivot table
- Randomize range
- Named ranges
- Protected sheets and ranges
- Cleanup suggestions New
- Column stats
- Split text to columns
- Remove duplicates
- Trim whitespace
- Group Alt+Shift+→
- Ungroup Alt+Shift+←

This is the result:

My first spreadsheet ☆ 📁 Saved to Drive

File Edit View Insert Format Data Tools Add-ons Help

100% | \$ % .0 .00 123 | Default (Ari... | 10 | **B** *I* ↺

A2:A21 | *fx* | 195

	A	B	C	D	E	F
1	Total stats					
2	195					
3	195					
4	205					
5	205					
6	251					
7	253					
8	309					
9	314					
10	318					
11	349					
12	395					
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16	405					
17	413					
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Great! The Pokemon were successfully sorted by their **Total stats** from smallest to largest. The sort commands work for both text and numbers.

A Non-Working Example (Sorting One Column In A Range)

This example shows how sorting column by range can break the relationship between multiple data columns.

In this example we have two columns with related data. Column **A** is the Pokemon **Names** and Column **B** is their **Total stats**. Try sorting just one of the columns (**A2:A21**) ascending by their **Names**.

Copy the values to follow along.

	A	B	C
1	Name	Total stats	
2	Bulbasaur	318	
3	Ivysaur	405	
4	Venusaur	525	
5	Charmander	309	
6	Charmeleon	405	
7	Charizard	534	
8	Squirtle	314	
9	Wartortle	405	
10	Blastoise	530	
11	Caterpie	195	
12	Metapod	205	
13	Butterfree	395	
14	Weedle	195	
15	Kakuna	205	
16	Beedrill	395	
17	Pidgey	251	
18	Pidgeotto	349	
19	Pidgeotto	479	
20	Rattata	253	
21	Raticate	413	
22			

Select the range **A2:A21**

My first spreadsheet ☆ 📁 ☁

File Edit View Insert Format Data Tools Add-ons Help

100% | \$ % .0 .00 123 | Default (Ari... | 10 | **B** *I* ↺

A2:A21 | *fx* | Raticate

	A	B	C	D	E	F
1	Name	Total stats				
2	Bulbasaur	318				
3	Ivysaur	405				
4	Venusaur	525				
5	Charmander	309				
6	Charmeleon	405				
7	Charizard	534				
8	Squirtle	314				
9	Wartortle	405				
10	Blastoise	530				
11	Caterpie	195				
12	Metapod	205				
13	Butterfree	395				
14	Weedle	195				
15	Kakuna	205				
16	Beedrill	395				
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Click on the **Data** menu and select **Sort range by column A, A → Z**

My first spreadsheet

File Edit View Insert Format Data Tools Add-ons Help

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A2:A21 fx Raticate

	A	B
1	Name	Total stats
2	Bulbasaur	318
3	Ivysaur	405
4	Venusaur	525
5	Charmander	309
6	Charmeleon	405
7	Charizard	534
8	Squirtle	314
9	Wartortle	405
10	Blastoise	530
11	Caterpie	195
12	Metapod	205
13	Butterfree	395
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Sort sheet by column A, A → Z

Sort sheet by column A, Z → A

Sort range by column A, A → Z

Sort range by column A, Z → A

Sort range

▼ Create a filter

Filter views ▶

≡ Slicer

Data validation

Pivot table

Randomize range

Named ranges

Protected sheets and ranges

Cleanup suggestions **New**

Column stats

Split text to columns

Remove duplicates

Trim whitespace

Group **Alt+Shift+→**

Ungroup **Alt+Shift+←**

This is the result:

My first spreadsheet ☆ 📁 ↻ Saving...
 File Edit View Insert Format Data Tools Add-ons Help

100% | \$ % .0 .00 123 | Default (Ari... | 10 | **B** *I* ✎

A2:A21 | *fx* | Weedle

	A	B	C	D	E	F
1	Name	Total stats				
2	Beedrill	318				
3	Blastoise	405				
4	Bulbasaur	525				
5	Butterfree	309				
6	Caterpie	405				
7	Charizard	534				
8	Charmander	314				
9	Charmeleon	405				
10	Ivysaur	530				
11	Kakuna	195				
12	Metapod	205				
13	Pidgeotto	395				
14	Pidgeotto	195				
15	Pidgey	205				
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The image above shows that the relationship between column A and B is broken. The Pokemon now have wrong Total stats.

Sorting More Than One Column

Select the whole range when sorting ranges with more than one column.

When sorting multiple columns, the sorting is done based on the column with **cell** having the blue rectangle. This is the cell that you start selecting your range with.

In the image below the sorting is done based on the **Name** values in column **A**

	A	B	C
1	Name	Total stats	
2	Bulbasaur	318	
3	Ivysaur	405	
4	Venusaur	525	
5	Charmander	309	
6	Charmeleon	405	
7	Charizard	534	
8	Squirtle	314	
9	Wartortle	405	
10	Blastoise	530	
11	Caterpie	195	
12	Metapod	205	
13	Butterfree	395	
14	Weedle	195	
15	Kakuna	205	
16	Beedrill	395	
17	Pidgey	251	
18	Pidgeotto	349	
19	Pidgeotto	479	
20	Rattata	253	
21	Raticate	413	
22			

In the image below the sorting is done based on the **Total stats** values in column **B**

	A	B	C
1	Name	Total stats	
2	Bulbasaur	318	
3	Ivysaur	405	
4	Venusaur	525	
5	Charmander	309	
6	Charmeleon	405	
7	Charizard	534	
8	Squirtle	314	
9	Wartortle	405	
10	Blastoise	530	
11	Caterpie	195	
12	Metapod	205	
13	Butterfree	395	
14	Weedle	195	
15	Kakuna	205	
16	Beedrill	395	
17	Pidgey	251	
18	Pidgeotto	349	
19	Pidgeotto	479	
20	Rattata	253	
21	Raticate	413	
22			

Example

This example shows how to sort data without losing the relationship between the data columns.

Sort the Pokemon based on their names in ascending order.

Copy the values to follow along.

	A	B	C
1	Name	Total stats	
2	Bulbasaur	318	
3	Ivysaur	405	
4	Venusaur	525	
5	Charmander	309	
6	Charmeleon	405	
7	Charizard	534	
8	Squirtle	314	
9	Wartortle	405	
10	Blastoise	530	
11	Caterpie	195	
12	Metapod	205	
13	Butterfree	395	
14	Weedle	195	
15	Kakuna	205	
16	Beedrill	395	
17	Pidgey	251	
18	Pidgeotto	349	
19	Pidgeotto	479	
20	Rattata	253	
21	Raticate	413	
22			

Select the range `A2:B21`

My first spreadsheet ☆ 📄 ☁

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100% | \$ % .0 .00 123 | Default (Ari... | 10 | **B** *I* ↺

A2:B21 | *fx* | Bulbasaur

	A	B	C	D	E	F
1	Name	Total stats				
2	Bulbasaur	318				
3	Ivysaur	405				
4	Venusaur	525				
5	Charmander	309				
6	Charmeleon	405				
7	Charizard	534				
8	Squirtle	314				
9	Wartortle	405				
10	Blastoise	530				
11	Caterpie	195				
12	Metapod	205				
13	Butterfree	395				
14	Weedle	195				
15	Kakuna	205				
16	Beedrill	395				
17	Pidgey	251				
18	Pidgeotto	349				
19	Pidgeotto	479				
20	Rattata	253				
21	Raticate	413				
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Click on the **Data** menu and select **Sort range by column A, A → Z**

My first spreadsheet

File Edit View Insert Format Data Tools Add-ons Help

100% \$ % .0

A2:B21 fx Bulbasaur

	A	B
1	Name	Total stats
2	Bulbasaur	318
3	Ivysaur	405
4	Venusaur	525
5	Charmander	309
6	Charmeleon	405
7	Charizard	534
8	Squirtle	314
9	Wartortle	405
10	Blastoise	530
11	Caterpie	195
12	Metapod	205
13	Butterfree	395
14	Weedle	195
15	Kakuna	205
16	Beedrill	395
17	Pidgey	251
18	Pidgeotto	349
19	Pidgeotto	479
20	Rattata	253
21	Raticate	413
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Sort sheet by column A, A → Z

Sort sheet by column A, Z → A

Sort range by column A, A → Z

Sort range by column A, Z → A

Sort range

▼ Create a filter

Filter views

≡ Slicer

Data validation

Pivot table

Randomize range

Named ranges

Protected sheets and ranges

Cleanup suggestions **New**

Column stats

Split text to columns

Remove duplicates

Trim whitespace

Group Alt+Shift+→

Ungroup Alt+Shift+←

This is the result:

The screenshot shows a Google Sheets interface for a spreadsheet titled "My first spreadsheet". The menu bar includes File, Edit, View, Insert, Format, Data, Tools, Add-ons, and Help. The toolbar shows various icons for undo, redo, print, and zoom, along with a 100% zoom level and a font size of 10. The active cell is A2:B21, containing the formula =Beedrill. The spreadsheet data is as follows:

	A	B	C	D	E	F
1	Name	Total stats				
2	Beedrill	395				
3	Blastoise	530				
4	Bulbasaur	318				
5	Butterfree	395				
6	Caterpie	195				
7	Charizard	534				
8	Charmander	309				
9	Charmeleon	405				
10	Ivysaur	405				
11	Kakuna	205				
12	Metapod	205				
13	Pidgeotto	349				
14	Pidgeotto	479				
15	Pidgey	251				
16	Raticate	413				
17	Rattata	253				
18	Squirtle	314				
19	Venusaur	525				
20	Wartortle	405				
21	Weedle	195				
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By selecting range A2:B21 the sort is done correctly, keeping the relationship between the data (Column A and B).

Now try to sort Pokemon based on their total stats in a descending order.

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