

How can I sort months chronologically in Excel?

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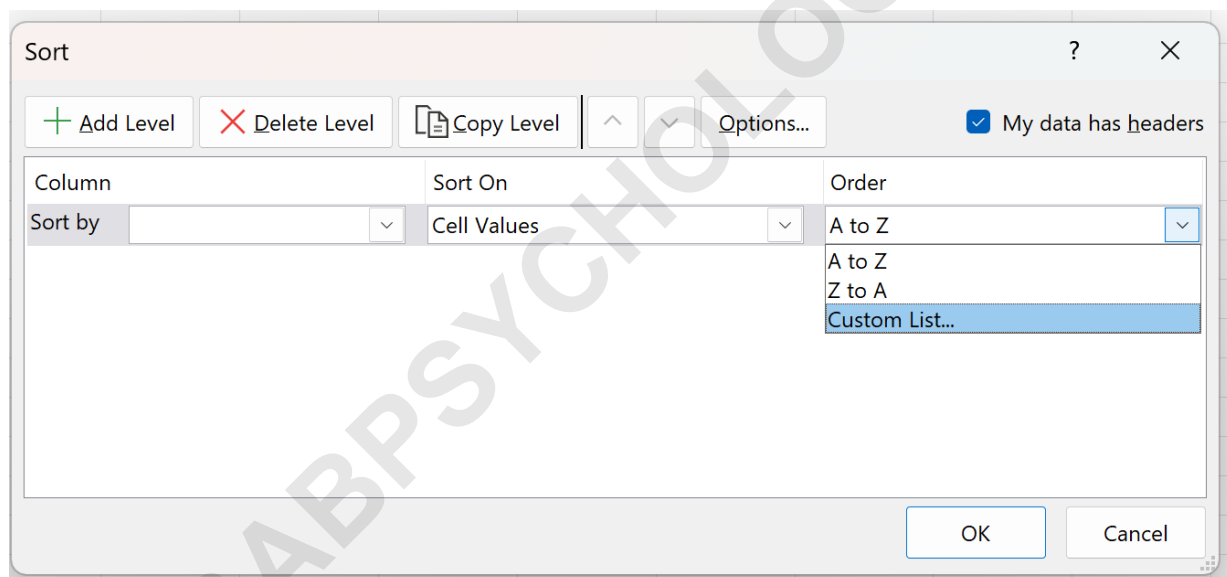
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To sort months chronologically in Excel, you can use the built-in sorting function. This can be accessed by selecting the data range containing the months and then clicking on the "Sort" button in the "Data" tab. From there, you can choose to sort by date or custom sort to arrange the months in chronological order. Alternatively, you can use the MONTH function to extract the month number from dates and then use the sorting function to arrange them in ascending order. This will allow you to easily organize your data by month in a logical and organized manner.

Sort Months Chronologically in Excel (With Example)

To sort months chronologically in Excel, you can use the Custom List option within the Sort feature in Excel.



The following example shows how to use this option to sort months chronologically in Excel.

Example: Sort Months Chronologically in Excel

Suppose we have the following dataset that shows the total sales made by some company during each month

of the year:

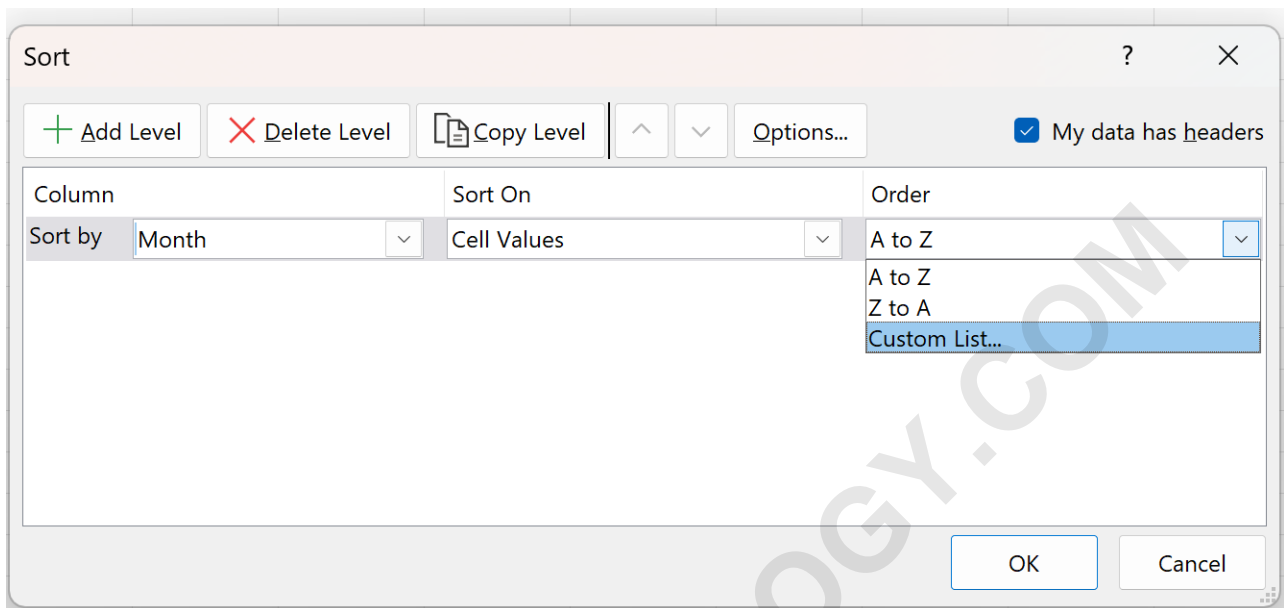
	A	B	C	D	E	F
1	Month	Sales				
2	March	22				
3	January	29				
4	April	40				
5	October	45				
6	December	39				
7	June	27				
8	November	25				
9	May	20				
10	July	22				
11	August	18				
12	February	14				
13	September	29				
14						
15						
16						
17						
18						
19						
20						

Notice that the rows are currently not in chronological order based on month.

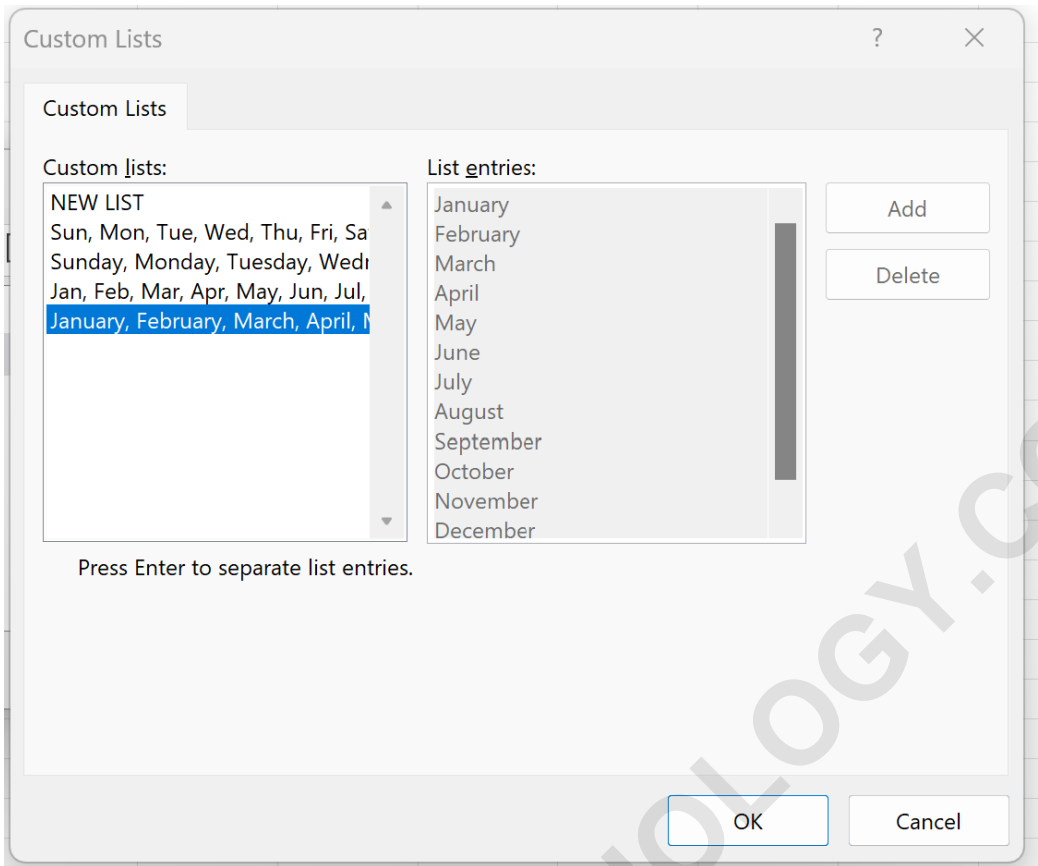
To order the months in chronological order, highlight the cells in the range A1:B13, then click the Data tab along the top ribbon, then click the Sort button.

In the new window that appears, click the Add Level button in the top left corner, then under Column choose

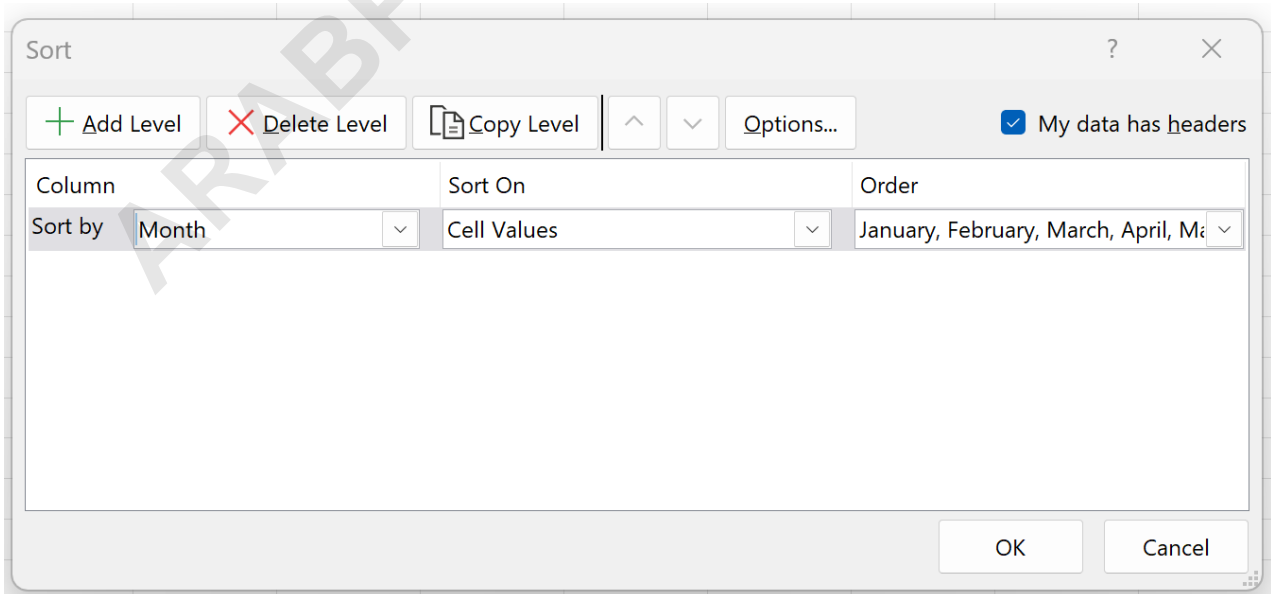
Month and under Order choose Custom List:



In the new window that appears, click the option under Custom lists that starts with January, February, March and then click OK:



Then click OK once more:



Once you click OK, the rows in the dataset will automatically be sorted in chronological order by month:

	A	B	C	D	E	F
1	Month	Sales				
2	January	29				
3	February	14				
4	March	22				
5	April	40				
6	May	20				
7	June	27				
8	July	22				
9	August	18				
10	September	29				
11	October	45				
12	November	25				
13	December	39				
14						
15						
16						
17						
18						
19						
20						
21						

Notice that the months are now in chronological order starting with January, then February, then March, and so on.

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