

How can I use conditional formatting in Excel to highlight cells based on multiple text values?

Authored by
stats writer

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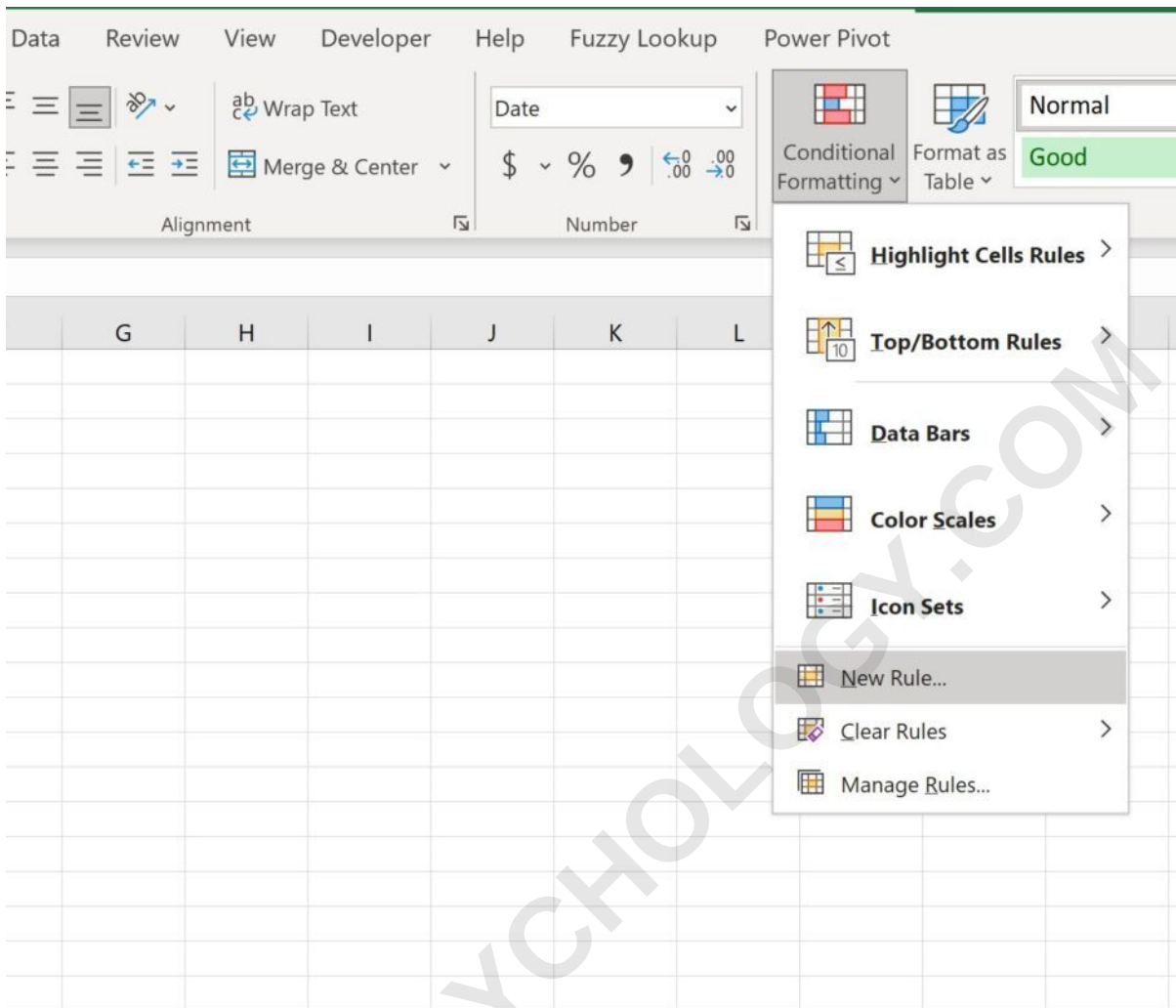
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Conditional formatting in Excel is a powerful tool that allows users to automatically highlight cells based on certain criteria. One useful application of this feature is to highlight cells based on multiple text values. This can be done by setting up rules that specify which cells should be highlighted based on the presence of certain text values. By using conditional formatting, users can easily identify and analyze data that meets specific criteria, making it an efficient and effective way to organize and interpret information in an Excel spreadsheet.

Excel: Conditional Formatting Based on Multiple Text Values

To apply conditional formatting to cells in Excel that contain one of several specific text, you can use the New Rule option under the Conditional Formatting dropdown menu within the Home tab.



The following example shows how to use this option in practice.

Example: Apply Conditional Formatting Based on Multiple Text Values

Suppose we have the following dataset in Excel that shows the position and points scored by various basketball players:

	A	B	C	D	E
1	Position	Points			
2	Starting Point Guard	22			
3	Backup Point Guard	10			
4	Starting Shooting Guard	19			
5	Backup Shooting Guard	14			
6	Starting Small Forward	37			
7	Backup Small Forward	12			
8	Starting Power Forward	19			
9	Backup Power Forward	8			
10	Starting Center	15			
11	Backup Center	2			
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					

Now suppose we would like to apply conditional formatting to each cell in the Position column that contains one of the following specific texts:

StartingForwardCenter

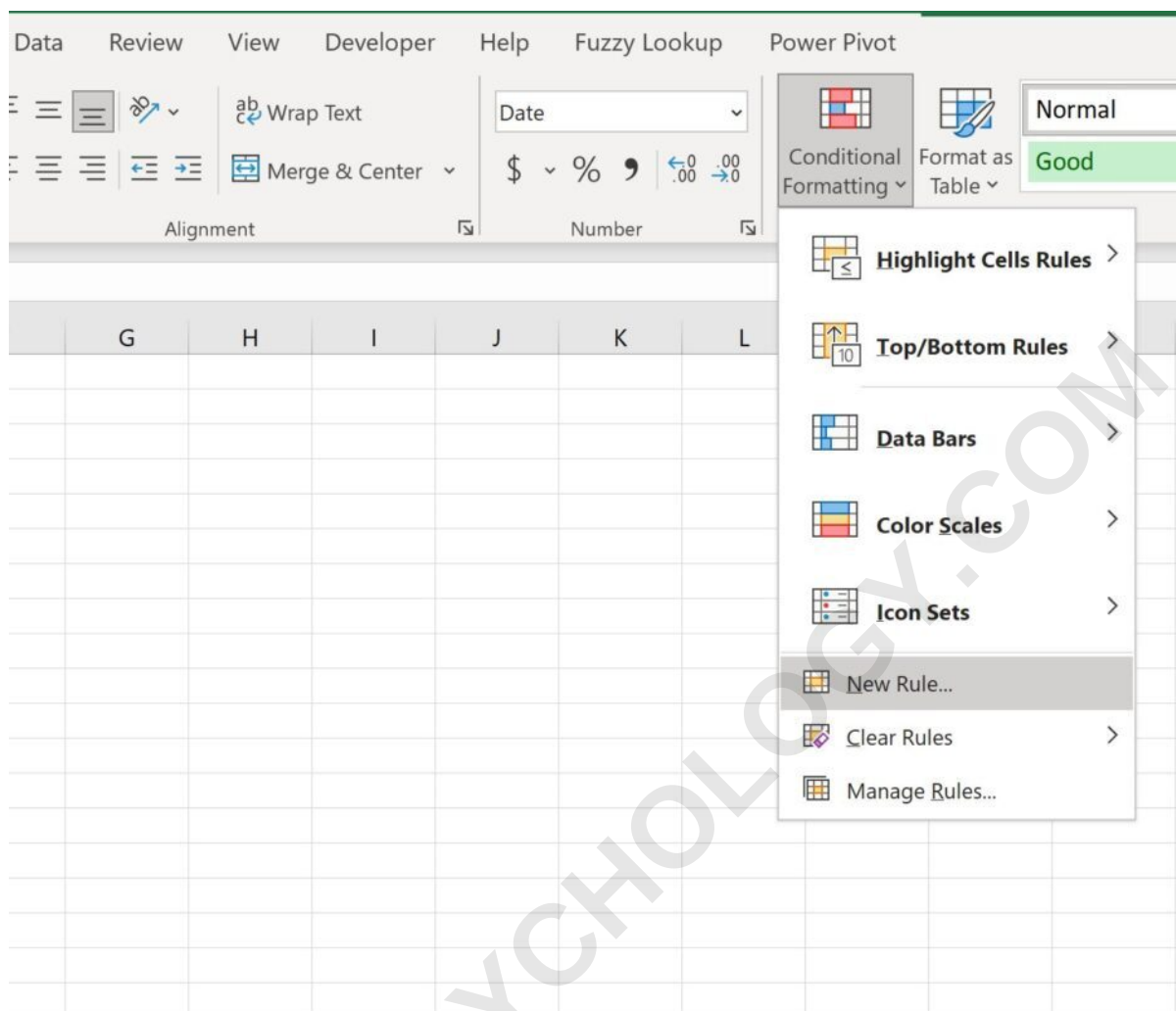
To do so, we can create a new column that contains these text values.

We can then highlight these values in the range D2:D4

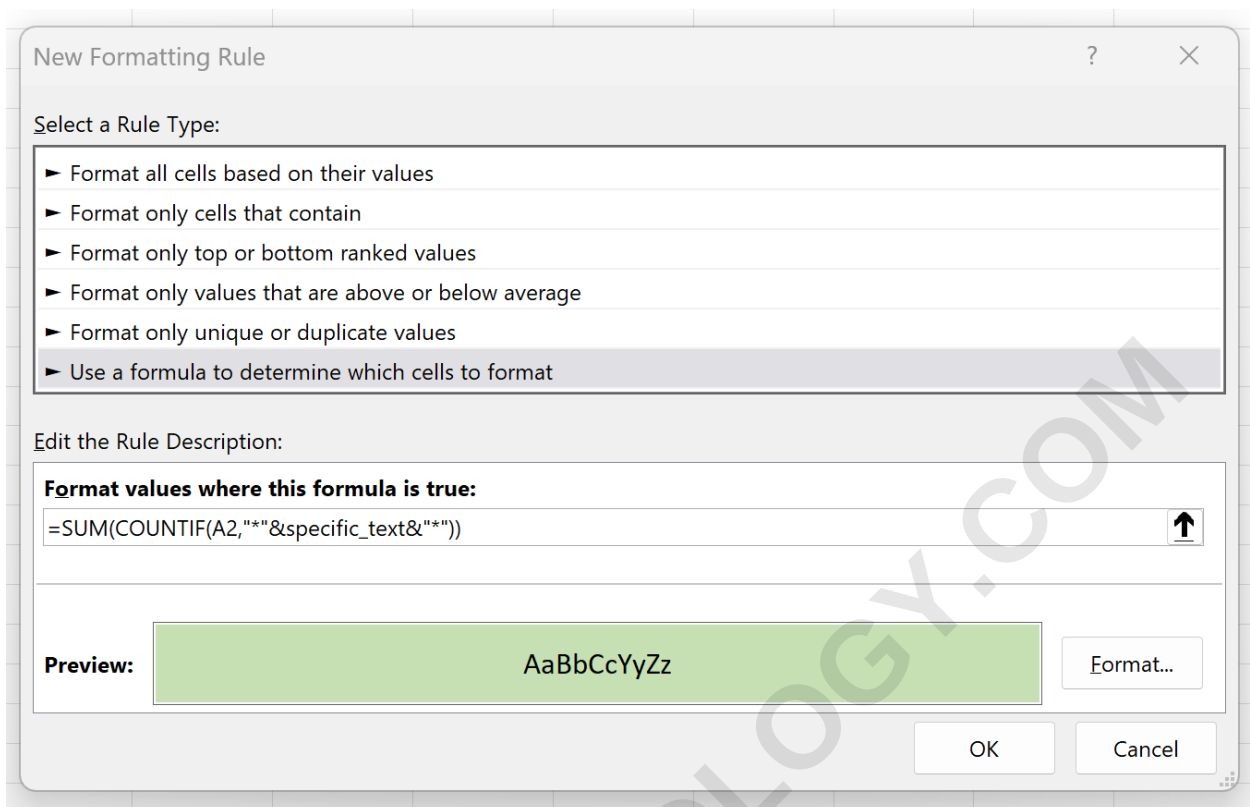
and type `specific_text` in the Name box in the top left corner:

specific_text ▾ : ✕ ✓ <i>fx</i> Starting						
	A	B	C	D	E	F
1	Position	Points		Text		
2	Starting Point Guard	22		Starting		
3	Backup Point Guard	10		Forward		
4	Starting Shooting Guard	19		Center		
5	Backup Shooting Guard	14				
6	Starting Small Forward	37				
7	Backup Small Forward	12				
8	Starting Power Forward	19				
9	Backup Power Forward	8				
10	Starting Center	15				
11	Backup Center	2				
12						
13						
14						
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17						
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Next, we can highlight the cells in the range A2:A11, then click the Conditional Formatting dropdown menu on the Home tab and then click New Rule:



In the new window that appears, click **Use a formula to determine which cells to format**, then type `=SUM(COUNTIF(A2,"*"&specific_text&"*"))` in the box, then click the **Format** button and choose a fill color to use.



Once we press OK, all of the cells in the range A2:A11 that include either *Starting*, *Forward*, or *Center* somewhere in the position name will be highlighted:

	A	B	C	D	E	F
1	Position	Points		Text		
2	Starting Point Guard	22		Starting		
3	Backup Point Guard	10		Forward		
4	Starting Shooting Guard	19		Center		
5	Backup Shooting Guard	14				
6	Starting Small Forward	37				
7	Backup Small Forward	12				
8	Starting Power Forward	19				
9	Backup Power Forward	8				
10	Starting Center	15				
11	Backup Center	2				
12						
13						
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16						
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19						
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For example, suppose we instead look for the text values *Point*, *Shooting*, and *Power*:

	A	B	C	D	E
1	Position	Points		Text	
2	Starting Point Guard	22		Point	
3	Backup Point Guard	10		Shooting	
4	Starting Shooting Guard	19		Power	
5	Backup Shooting Guard	14			
6	Starting Small Forward	37			
7	Backup Small Forward	12			
8	Starting Power Forward	19			
9	Backup Power Forward	8			
10	Starting Center	15			
11	Backup Center	2			
12					
13					
14					
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All of the cells in the range A2:A11 that include either *Point*, *Shooting*, or *Power* somewhere in the position name are now highlighted.

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.

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