

# How can I use Google Sheets to automatically add strikethrough formatting when a checkbox is checked?

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## RECOMMENDED CITATION

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Google Sheets is a powerful spreadsheet tool that offers various features to enhance data organization and presentation. One useful feature is the ability to automatically add strikethrough formatting when a checkbox is checked. This allows users to easily mark completed tasks or items on a list. To utilize this feature, users can insert a checkbox in a cell and then use a formula or script to add the strikethrough formatting when the checkbox is checked. This eliminates the need for manual formatting and ensures an updated and visually appealing spreadsheet. This feature is especially useful for project management, to-do lists, and tracking completed tasks.

## **Google Sheets: Add Strikethrough When Checkbox is Checked**

**You can use the custom formula function in Google Sheets to add a strikethrough to specific cells when a checkbox is checked.**

**The following example shows how to use the custom formula function in practice.**

### **Example: Conditional Formatting Based on Checkbox**

**Suppose we have the following list of basketball team names in Google Sheets:**

	A	B	C	D	
1	<b>Team</b>				
2	Mavs				
3	Nets				
4	Heat				
5	Warriors				
6	Spurs				
7	Hawks				
8	Celtics				
9	Bucks				
10	Suns				
11	Lakers				
12					
13					
14					
15					
16					
17					
18					
19					
20					

**Now suppose we know that the following teams have been eliminated from the playoffs:**

**MavsWarriorsHawksSuns**

**Suppose we'd like to create a checkbox that, when checked, each of the teams that have been eliminated will have a strikethrough applied to their team name.**

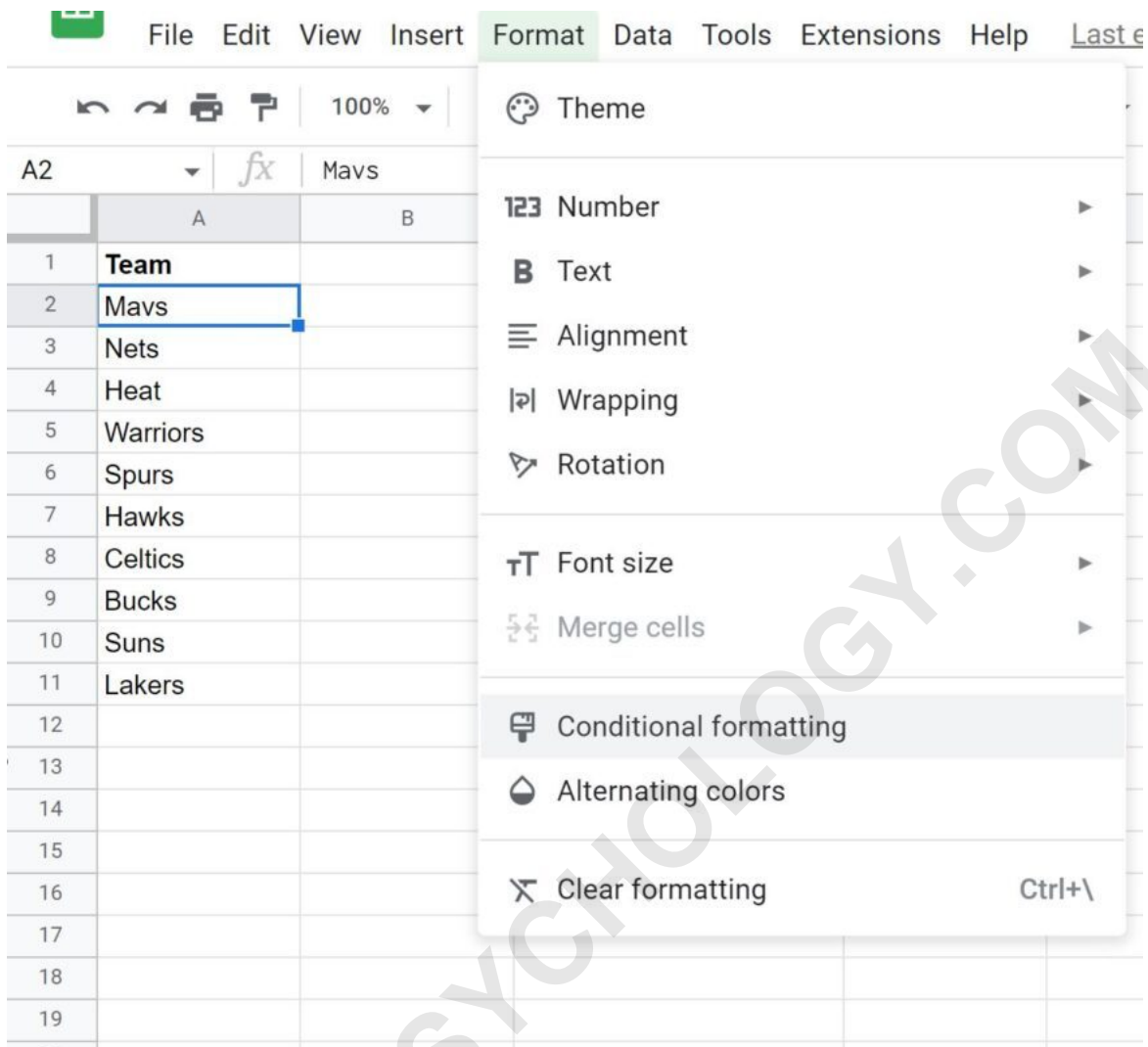
**To do so, we need to first insert a checkbox by selecting cell C2, then clicking the Insert tab, then**

## clicking Checkbox.

The following checkbox will appear:

	A	B	C
1	<b>Team</b>		<b>Eliminated from Playoffs</b>
2	Mavs		<input type="checkbox"/>
3	Nets		
4	Heat		
5	Warriors		
6	Spurs		
7	Hawks		
8	Celtics		
9	Bucks		
10	Suns		
11	Lakers		
12			
13			
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16			
17			
18			
19			

Next, click cell A2, then click the Format tab, then click Conditional formatting:



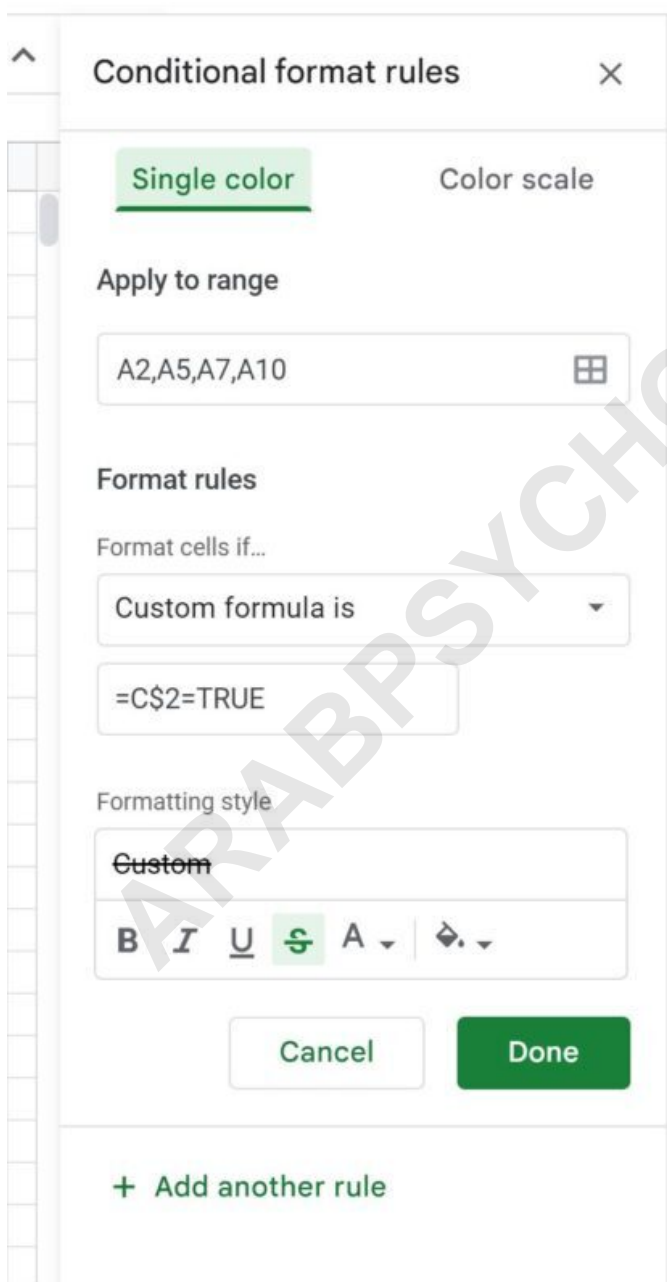
In the Conditional format rules panel that appears on the right side of the screen, type the following cells in the box called Apply to range:

**A2,A5,A7,A10**

Then click the Format cells if dropdown, then choose Custom formula is, then type in the following formula:

**=C\$2=TRUE**

Then, in the Formatting style box, click the icon that has a strikethrough symbol (to the right of the underline symbol).



**Lastly, click Done.**

**Now when you check the checkbox in cell C2, a strikethrough will be applied to each team that has been eliminated from the playoffs:**

	A	B	C	D
1	<b>Team</b>		<b>Eliminated from Playoffs</b>	
2	<del>Mavs</del>		<input checked="" type="checkbox"/>	
3	<del>Nets</del>			
4	<del>Heat</del>			
5	<del>Warriors</del>			
6	<del>Spurs</del>			
7	<del>Hawks</del>			
8	<del>Celtics</del>			
9	<del>Bucks</del>			
10	<del>Suns</del>			
11	<del>Lakers</del>			
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**Each of the teams that have been eliminated from the playoffs now have a strikethrough applied to their team name.**

**The following tutorials explain how to perform other common tasks in Google Sheets:**

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