

# How can I use the WORKDAY function in Google Sheets?

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## RECOMMENDED CITATION

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The WORKDAY function in Google Sheets is a built-in tool that allows users to easily calculate a specific date a certain number of workdays in the future or past. This function is particularly useful for project planning or scheduling tasks within a given time frame. By simply inputting the start date, number of workdays, and any optional holidays, the WORKDAY function will automatically calculate the desired date. This feature is especially helpful for professionals or teams looking to efficiently manage their time and stay on track with their work schedule.

## WORKDAY

Calculates the end date after a specified number of working days.

### Sample Usage

```
WORKDAY(DATE(1969,7,20), 4, A1:A10)
```

```
WORKDAY(A2, 10)
```

```
WORKDAY(40909, 4, B2:B17)
```

```
WORKDAY(40909, 30, {40909,40924})
```

### Syntax

```
WORKDAY(start_date, num_days, )
```

`start_date` - The date from which to begin counting.

`num_days` - The number of working days to advance from `start_date`. If negative, counts backwards.

If `num_days` is not an integer, the decimal part is truncated. That is, `WORKDAY(A2,1.9)` is equivalent to `WORKDAY(A2,1)`.

`holidays` - - A range or array constant containing the dates to consider holidays.

The values provided within an array for `holidays` must be date serial number values, as returned by `N` or date values, as returned by `DATE`, `DATEVALUE` or `TO_DATE`. Values specified by a range should be standard date values or date serial numbers.

### Notes

`WORKDAY` does not autoconvert number formats in the same way that Google Sheets does upon direct entry into cells. Therefore, `WORKDAY(10/10/2000,4)` is interpreted as `WORKDAY(0.005,4)`, where the provided date is the quotient of 10 divided by 10 divided by 2000.

WORKDAY calculates the end date after a specified number of working days. To calculate the number of working days between two dates, use NETWORKDAYS.

WORKDAY works similarly to WORKDAY.INTL but only treats Saturday and Sunday as the weekend. Use WORKDAY.INTL to use other days of the week as the weekend.

## See Also

WORKDAY.INTL: Calculates the date after a specified number of workdays excluding specified weekend days and holidays.

TO\_DATE: Converts a provided number to a date.

NETWORKDAYS: Returns the number of net working days between two provided days.

N: Returns the argument provided as a number.

DATEVALUE: Converts a provided date string in a known format to a date value.

DATE: Converts a year, month, and day into a date.

## Examples

Returns the end date after a specified number of working days.