

How do I add commas to a number in Google Sheets?

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The process of adding commas to a number in Google Sheets involves using the "Format" function to change the number's display format. This can be achieved by selecting the desired cells, clicking on the "Format" option in the toolbar, and choosing the "Number" category. From there, you can select the option to display the number with commas, which will automatically add the commas to the number. This feature is useful for making large numbers easier to read and understand in a spreadsheet.

Google Sheets: Add Commas to a Number

The easiest way to add commas to a number in Google Sheets is to use the Number option within the Format tab.

The following step-by-step example shows how to use this option to add commas to a number in Google Sheets.

Step 1: Enter the Data

First, let's enter the following dataset into Google Sheets that shows the total number of sales made by various employees at a company:

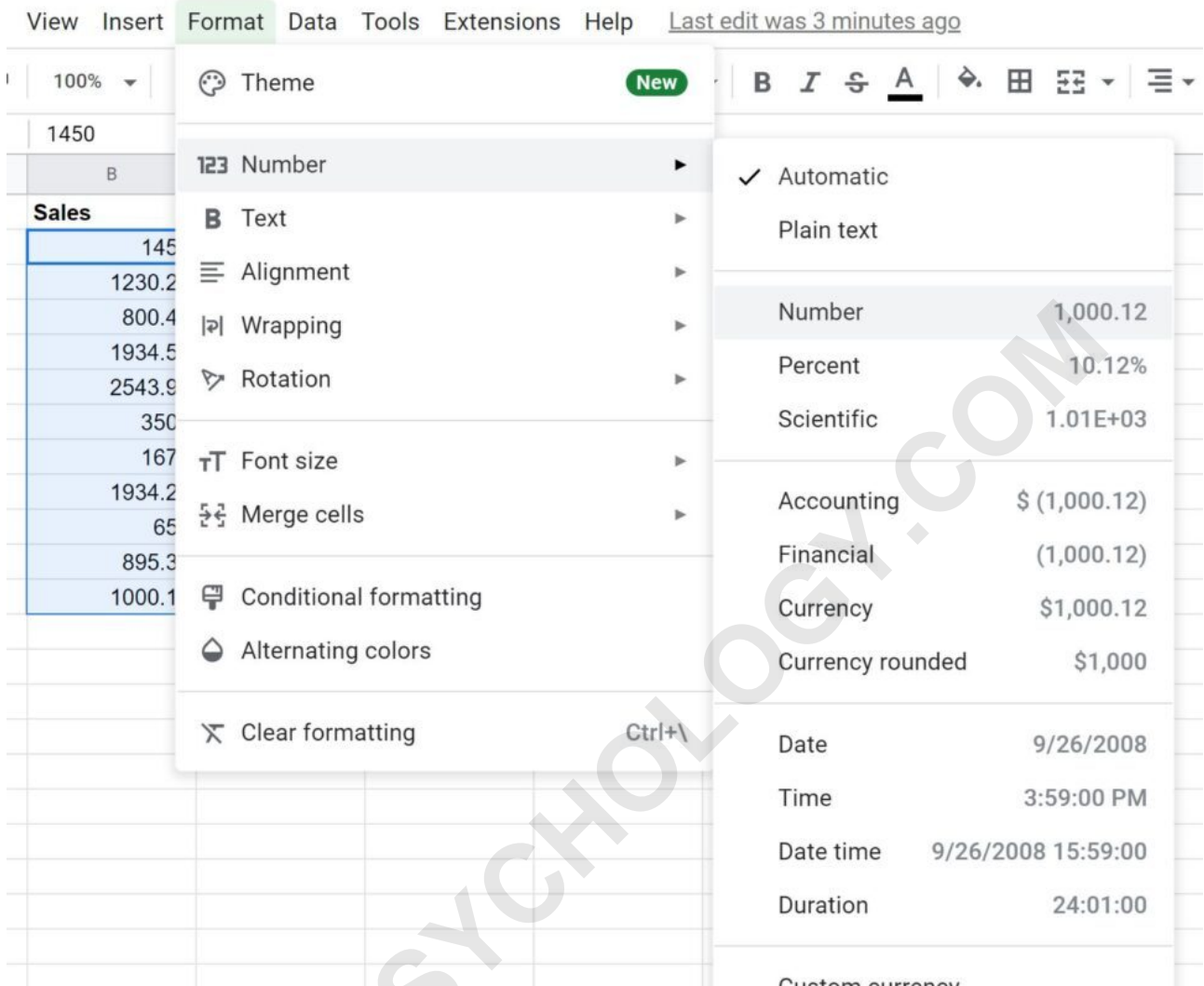
	A	B	C	D
1	Employee	Sales		
2	Andy	1450		
3	Bob	1230.22		
4	Charles	800.45		
5	Dan	1934.57		
6	Eric	2543.99		
7	Frank	3500		
8	George	1670		
9	Harry	1934.22		
10	Ian	650		
11	John	895.33		
12	Ken	1000.12		
13				
14				
15				
16				
17				
18				
19				
20				
21				

Step 2: Add Commas to Numbers

Next, highlight the cell range B2:B12:

	A	B	C	D	
1	Employee	Sales			
2	Andy	1450			
3	Bob	1230.22			
4	Charles	800.45			
5	Dan	1934.57			
6	Eric	2543.99			
7	Frank	3500			
8	George	1670			
9	Harry	1934.22			
10	Ian	650			
11	John	895.33			
12	Ken	1000.12			
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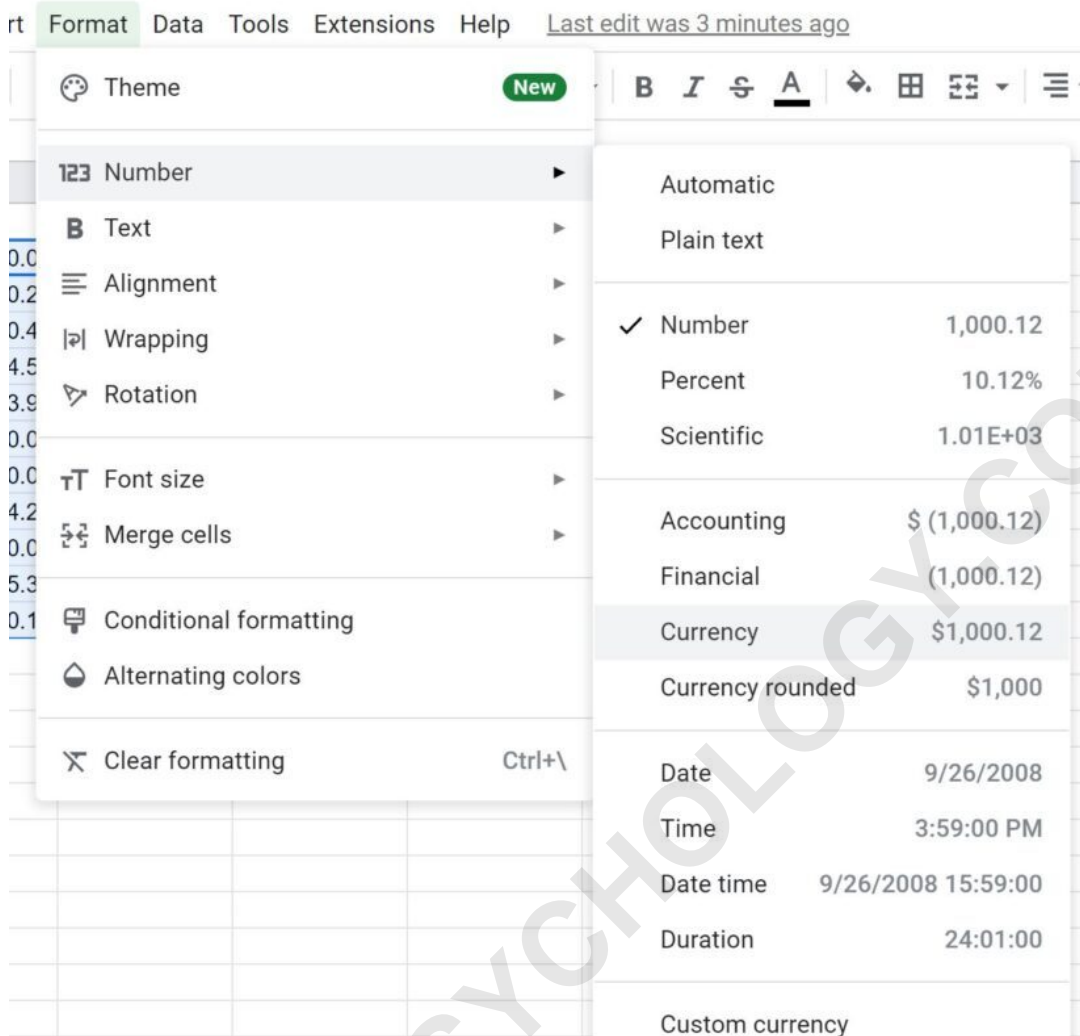
Next, click the Format tab, then click Number, then click Number:



Commas will automatically be added to the values in the Sales column:

	A	B	C	D
1	Employee	Sales		
2	Andy	1,450.00		
3	Bob	1,230.22		
4	Charles	800.45		
5	Dan	1,934.57		
6	Eric	2,543.99		
7	Frank	3,500.00		
8	George	1,670.00		
9	Harry	1,934.22		
10	Ian	650.00		
11	John	895.33		
12	Ken	1,000.12		
13				
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Note that within the Number tab, you can also specify that you'd like the values to be formatted as a currency with commas:



This will add a dollar sign in front of each value and force two decimal places to be shown for each value:

	A	B	C	D
1	Employee	Sales		
2	Andy	\$1,450.00		
3	Bob	\$1,230.22		
4	Charles	\$800.45		
5	Dan	\$1,934.57		
6	Eric	\$2,543.99		
7	Frank	\$3,500.00		
8	George	\$1,670.00		
9	Harry	\$1,934.22		
10	Ian	\$650.00		
11	John	\$895.33		
12	Ken	\$1,000.12		
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Notice that each value in the Sales column is now displayed in a currency format.