How to Calculate Quarterly Averages in Excel: A Step-by-Step Guide

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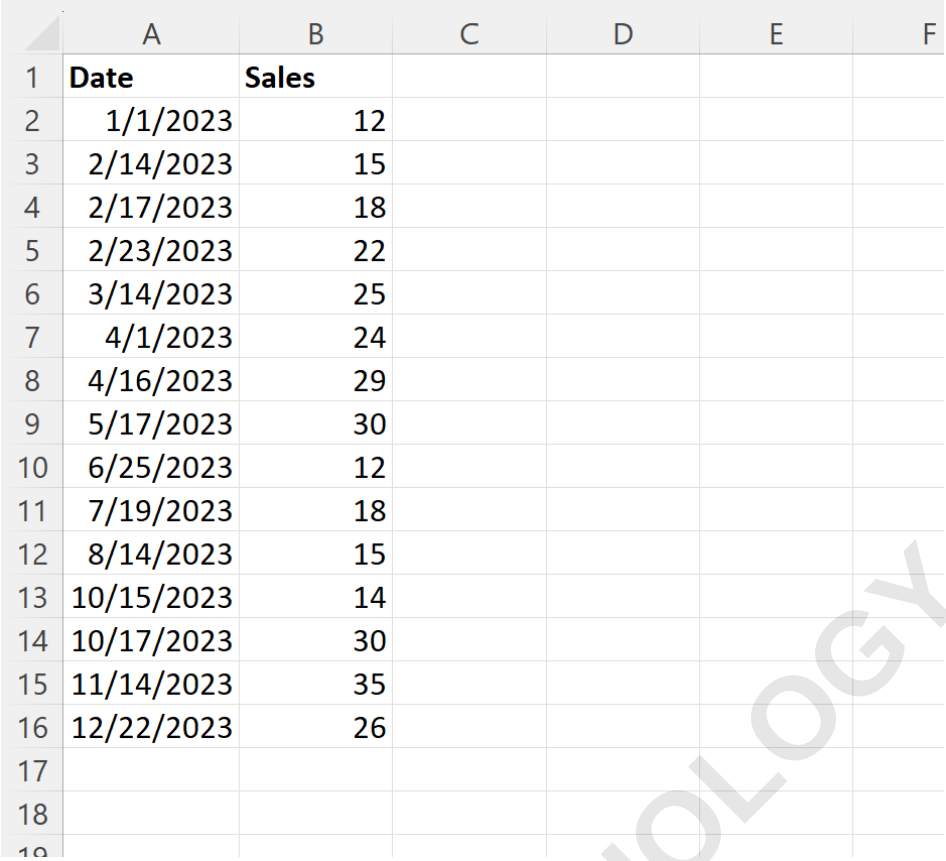
Calculating the average by quarter in Excel is a simple process that allows you to easily analyze your data and track trends over time. To do this, you will need to first organize your data into quarters, either by manually entering the quarter information or by using the date function in Excel. Then, you can use the AVERAGE function to calculate the average for each quarter. This function takes the range of cells containing the data you want to average and divides it by the number of cells in that range. By using this method, you can quickly and accurately determine the average for each quarter and gain valuable insights from your data.

Calculate Average by Quarter in Excel

Often you may want to calculate the average value grouped by quarter in Excel.

For example, suppose we have the following dataset and we'd like to calculate the average daily sales, grouped by quarter:



	A	B	C	D	E	F
1	**Date**	**Sales**				
2	1/1/2023	12				
3	2/14/2023	15				
4	2/17/2023	18				
5	2/23/2023	22				
6	3/14/2023	25				
7	4/1/2023	24				
8	4/16/2023	29				
9	5/17/2023	30				
10	6/25/2023	12				
11	7/19/2023	18				
12	8/14/2023	15				
13	10/15/2023	14				
14	10/17/2023	30				
15	11/14/2023	35				
16	12/22/2023	26				
17						
18						

The following step-by-step example shows how to do so.

Step 1: Enter the Data

First, enter the data values into Excel:

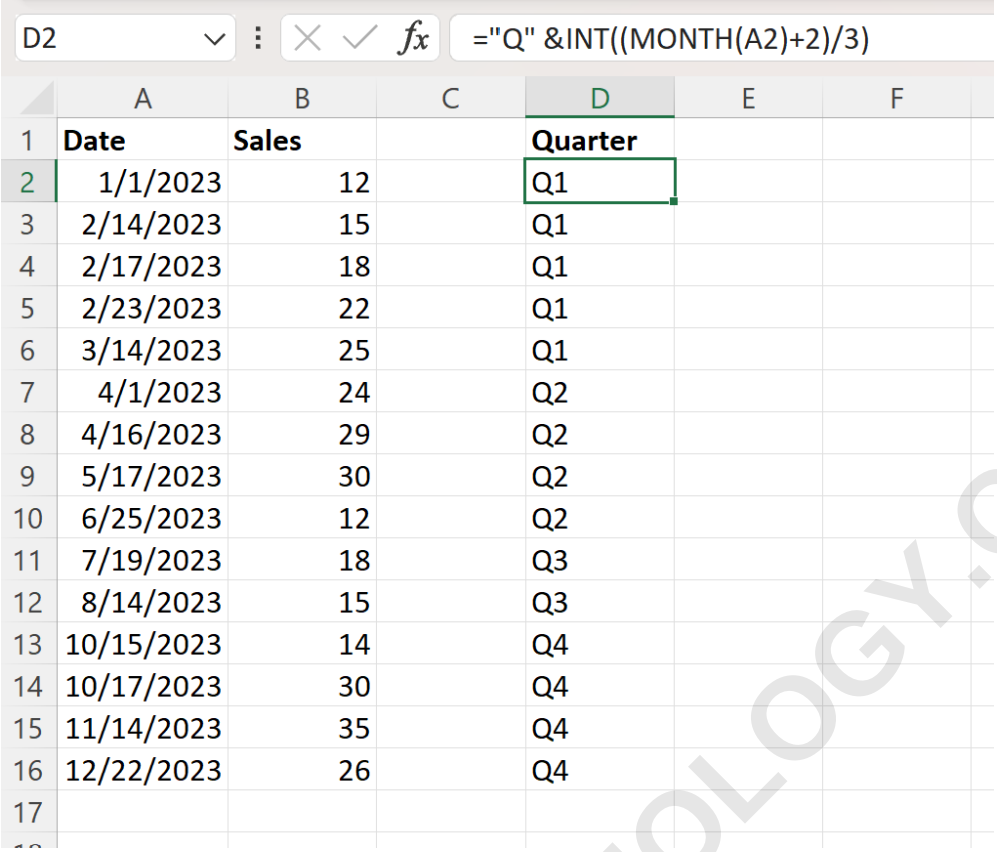
	A	B	C	D	E	F
1	**Date**	**Sales**				
2	1/1/2023	12				
3	2/14/2023	15				
4	2/17/2023	18				
5	2/23/2023	22				
6	3/14/2023	25				
7	4/1/2023	24				
8	4/16/2023	29				
9	5/17/2023	30				
10	6/25/2023	12				
11	7/19/2023	18				
12	8/14/2023	15				
13	10/15/2023	14				
14	10/17/2023	30				
15	11/14/2023	35				
16	12/22/2023	26				
17						
18						

Step 2: Extract the Quarter from Dates

Next, we'll type the following formula into cell D2 to extract the quarter from each date:

=MONTH(A2)

We'll then drag and fill this formula down to every remaining cell in column D:



D2 ="Q" &INT((MONTH(A2)+2)/3)

	A	B	C	D	E	F
1	Date	Sales		Quarter		
2	1/1/2023	12		Q1		
3	2/14/2023	15		Q1		
4	2/17/2023	18		Q1		
5	2/23/2023	22		Q1		
6	3/14/2023	25		Q1		
7	4/1/2023	24		Q2		
8	4/16/2023	29		Q2		
9	5/17/2023	30		Q2		
10	6/25/2023	12		Q2		
11	7/19/2023	18		Q3		
12	8/14/2023	15		Q3		
13	10/15/2023	14		Q4		
14	10/17/2023	30		Q4		
15	11/14/2023	35		Q4		
16	12/22/2023	26		Q4		
17						

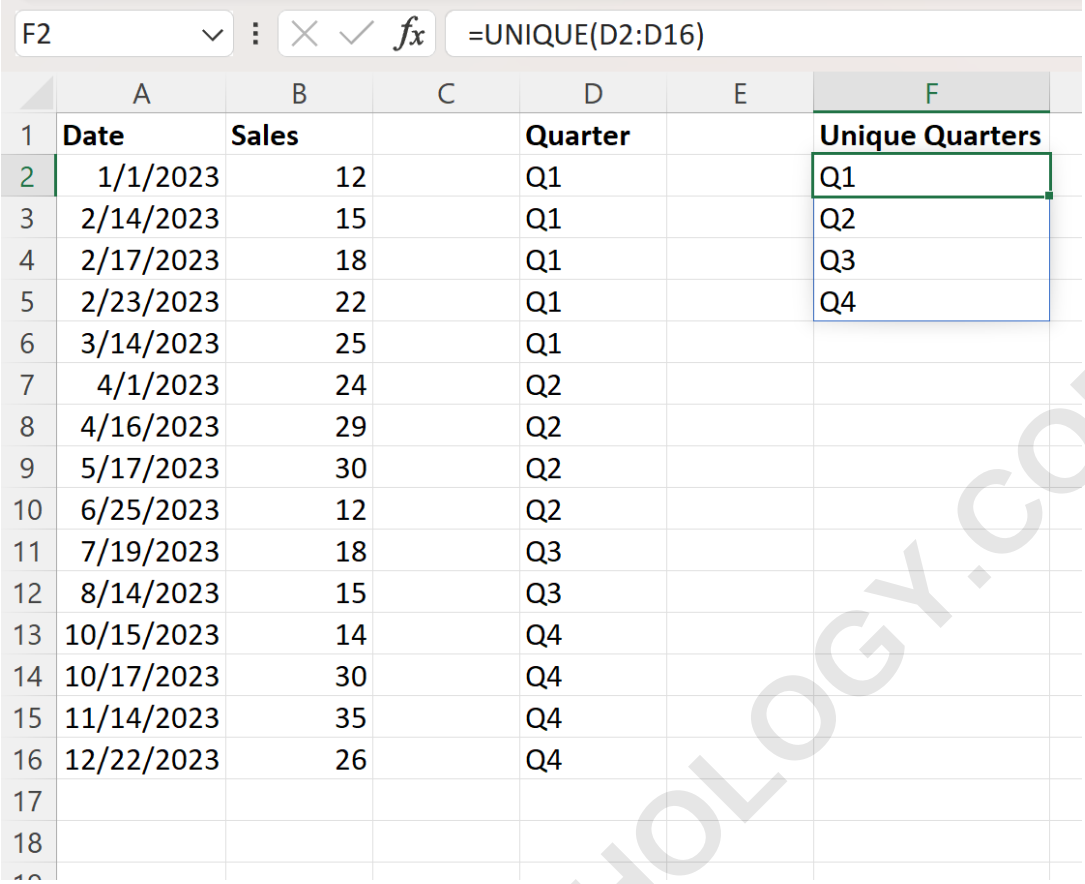
Step 3: Find the Unique Quarters

Next, we need to use the =UNIQUE() function to produce a list of unique quarters.

In our example, we'll type the following formula in cell F2:

=UNIQUE(D2:D16)

This will produce a list of unique quarters:



	A	B	C	D	E	F
1	**Date**	**Sales**		**Quarter**		**Unique Quarters**
2	1/1/2023	12		Q1		Q1
3	2/14/2023	15		Q1		Q2
4	2/17/2023	18		Q1		Q3
5	2/23/2023	22		Q1		Q4
6	3/14/2023	25		Q1		
7	4/1/2023	24		Q2		
8	4/16/2023	29		Q2		
9	5/17/2023	30		Q2		
10	6/25/2023	12		Q2		
11	7/19/2023	18		Q3		
12	8/14/2023	15		Q3		
13	10/15/2023	14		Q4		
14	10/17/2023	30		Q4		
15	11/14/2023	35		Q4		
16	12/22/2023	26		Q4		
17						
18						

Step 4: Calculate the Average by Quarter

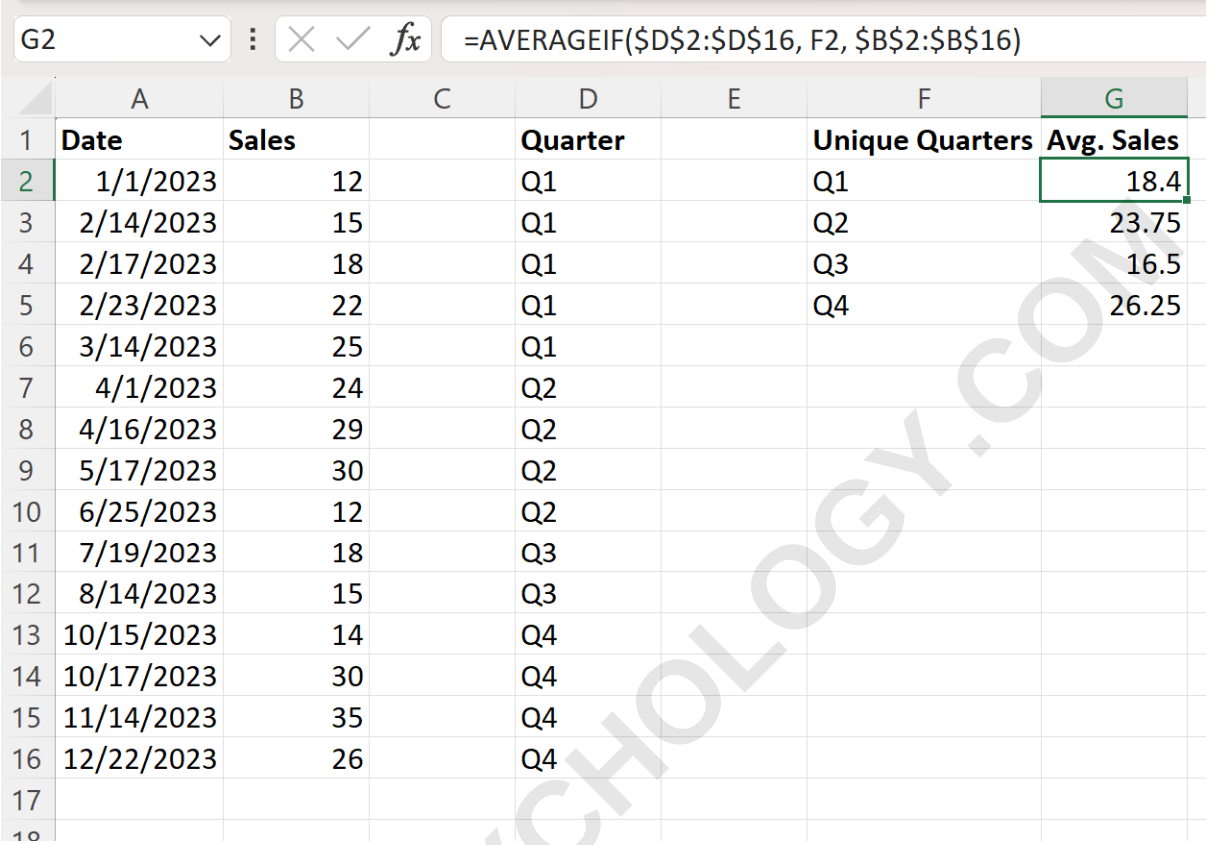
Next, we will use the AVERAGEIF(range, criterion, average_range) function to find the average of the daily sales values, grouped by quarter.

In our example, we'll type the following formula in cell G2:

=AVERAGEIF($D$2:$D$16, F2, $B$2:$B$16)

We'll then drag and fill this formula down to the

remaining cells in column G:



G2 | =AVERAGEIF($D$2:$D$16, F2, $B$2:$B$16)

	A	B	C	D	E	F	G
1	**Date**	**Sales**		**Quarter**		**Unique Quarters**	**Avg. Sales**
2	1/1/2023	12		Q1		Q1	18.4
3	2/14/2023	15		Q1		Q2	23.75
4	2/17/2023	18		Q1		Q3	16.5
5	2/23/2023	22		Q1		Q4	26.25
6	3/14/2023	25		Q1			
7	4/1/2023	24		Q2			
8	4/16/2023	29		Q2			
9	5/17/2023	30		Q2			
10	6/25/2023	12		Q2			
11	7/19/2023	18		Q3			
12	8/14/2023	15		Q3			
13	10/15/2023	14		Q4			
14	10/17/2023	30		Q4			
15	11/14/2023	35		Q4			
16	12/22/2023	26		Q4			
17							

Column G now shows the average daily sales during each quarter.

For example, we can see that the average daily sales during the first quarter of the year was 18.4.

We can manually verify this is correct by calculating the average of sales during each date that falls in January, February or March:

Average of Sales During Q1: (12 + 15 + 18 + 22 + 25) / 5 = 18.4

This matches the value calculated by our formula.

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