

How to Convert Dates to Text in Excel While Keeping the Format

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To convert a date to text in Excel without losing the format, use the TEXT function and specify the date format as desired. For example, =TEXT(A1,"dd-mm-yyyy") will convert the date in cell A1 to text with the format dd-mm-yyyy. The TEXT function also allows for custom formatting, such as using the "@" symbol to include the time in the conversion.

You can use the following formula to convert a date to text without losing format in Excel:

```
=TEXT(A2, "dd-mm-yyyy")
```

This particular formula will convert the date in cell **A2** to text while using **dd-mm-yyyy** as the date format.

Note that by using the **TEXT** function, you can specify any date format you'd like.

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

Example: Convert Date to Text Without Losing Format in Excel

Suppose we have the following list of dates in Excel that currently have a **dd-mm-yyyy** date format:

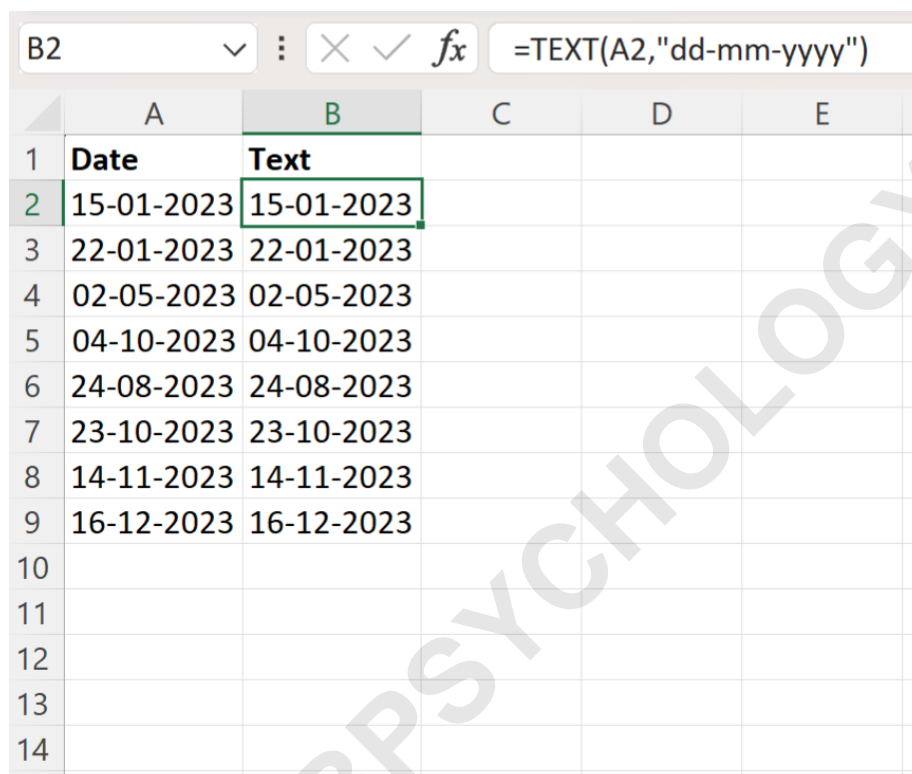
	A	B	C	D	E
1	Date				
2	15-01-2023				
3	22-01-2023				
4	02-05-2023				
5	04-10-2023				
6	24-08-2023				
7	23-10-2023				
8	14-11-2023				
9	16-12-2023				
10					
11					
12					
13					
14					
15					

Suppose we would like to convert each of these dates to text without losing the format they're currently in.

To do so, we can type the following formula into cell **B2**:

=TEXT(A2, "dd-mm-yyyy")

We can then click and drag this formula down to every remaining cell in column B:



	A	B	C	D	E
1	Date	Text			
2	15-01-2023	15-01-2023			
3	22-01-2023	22-01-2023			
4	02-05-2023	02-05-2023			
5	04-10-2023	04-10-2023			
6	24-08-2023	24-08-2023			
7	23-10-2023	23-10-2023			
8	14-11-2023	14-11-2023			
9	16-12-2023	16-12-2023			
10					
11					
12					
13					
14					

Column B displays each date in column A in a **dd-mm-yyyy** format.

We can verify that each cell in column B is in a text format by typing the following formula into cell **B2**:

=ISTEXT(B2)

We can then click and drag this formula down to each remaining cell in column B:

	A	B	C	D	E
1	Date	Text			
2	15-01-2023	15-01-2023	TRUE		
3	22-01-2023	22-01-2023	TRUE		
4	02-05-2023	02-05-2023	TRUE		
5	04-10-2023	04-10-2023	TRUE		
6	24-08-2023	24-08-2023	TRUE		
7	23-10-2023	23-10-2023	TRUE		
8	14-11-2023	14-11-2023	TRUE		
9	16-12-2023	16-12-2023	TRUE		
10					
11					
12					
13					
14					
15					

Since each cell in column B returns **TRUE**, this confirms that each value in column B is indeed formatted as text.

Note: You can find the complete documentation for the Excel **TEXT** function .