

How do I round a time value to the nearest quarter hour in Excel?

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The process of rounding a time value to the nearest quarter hour in Excel involves using the ROUND function and specifying the desired precision, which in this case would be 15 minutes or 1/4 of an hour. This will result in the time value being rounded up or down to the closest quarter hour. This feature can be useful for accurately tracking and reporting time in various projects or tasks.

Round to the Nearest Quarter Hour in Excel

You can use the following formula to round time values to the nearest quarter hour in Excel:

=MROUND(A2, "0:15")

This particular formula will round the time value in cell A2 to the nearest quarter hour.

For example, if cell A2 contains 2:25:01 AM then this formula will round this time to 2:30:00 AM since this represents the nearest quarter hour.

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

Example: Round to Nearest Quarter Hour in Excel

Suppose we have the following column of times in Excel:

	A	B	C	D	E	F
1	Time					
2	1:15:32 AM					
3	2:25:01 AM					
4	8:39:45 AM					
5	10:15:01 AM					
6	12:10:09 AM					
7	1:57:50 PM					
8	3:41:00 PM					
9	8:26:35 PM					
10	10:37:30 PM					
11						
12						
13						
14						
15						
16						
17						

Suppose we would like to round each time to the nearest quarter hour.

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

`=MROUND(A2, "0:15")`

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

B2 *fx* =MROUND(A2, "0:15")

	A	B	C	D	E
1	Time	Nearest Quarter Hour			
2	1:15:32 AM	1:15:00 AM			
3	2:25:01 AM	2:30:00 AM			
4	8:39:45 AM	8:45:00 AM			
5	10:15:01 AM	10:15:00 AM			
6	12:10:09 AM	12:15:00 AM			
7	1:57:50 PM	2:00:00 PM			
8	3:41:00 PM	3:45:00 PM			
9	8:26:35 PM	8:30:00 PM			
10	10:37:30 PM	10:45:00 PM			
11					
12					
13					
14					
15					
16					
17					

Column B now displays each time in column A rounded to the nearest quarter hour.

For example:

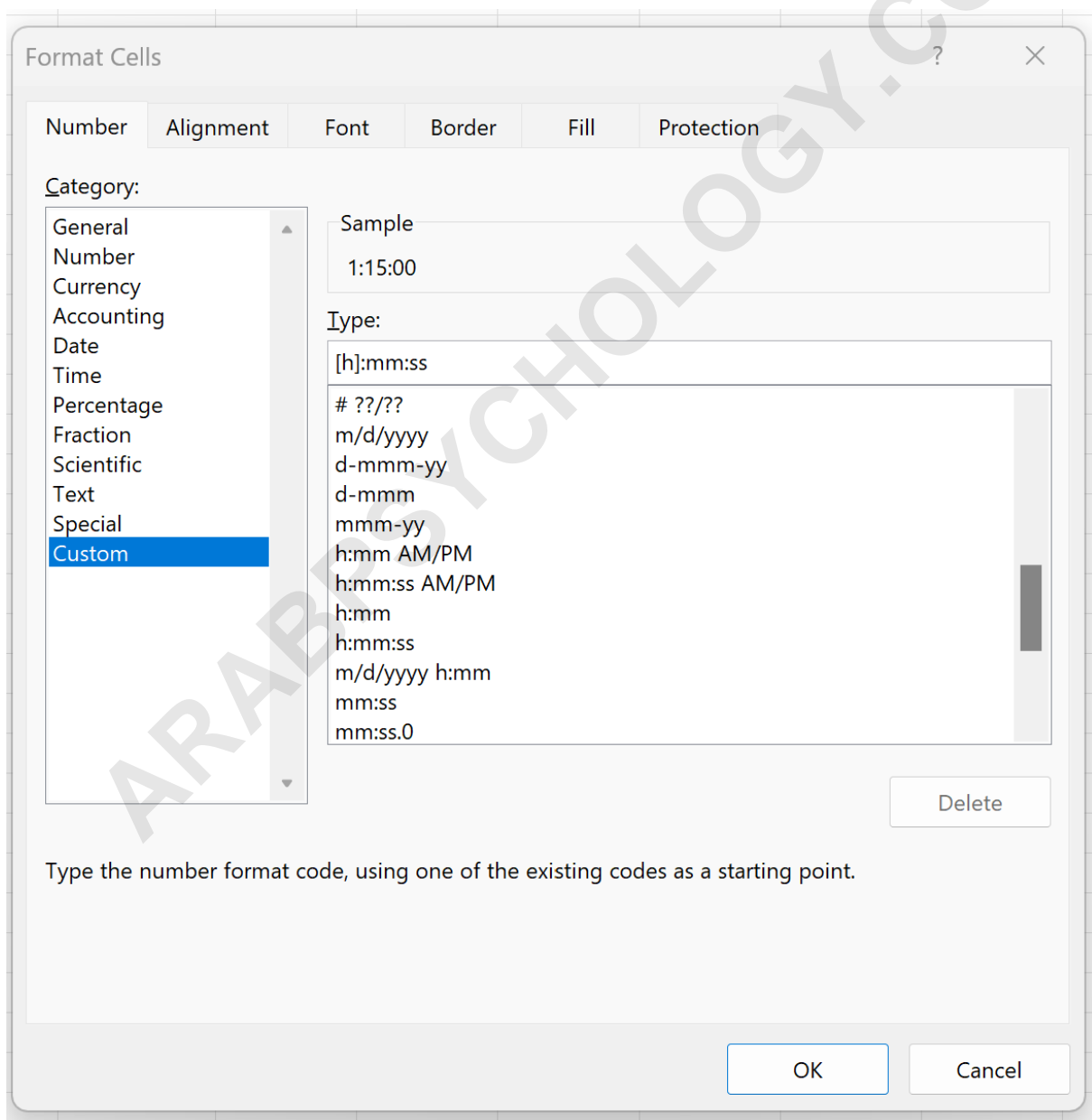
**1:15:32 AM is rounded to 1:15:00 AM
2:25:01 AM is rounded to 2:30:00 AM
8:39:45 AM is rounded to 8:45:00 AM**

And so on.

To format the decimal as a time, you need to highlight

the cells in column B, right click, and click **Format Cells...** from the dropdown menu.

In the window that appears, click **Custom** from the **Category** list, then type **:mm:ss** in the **Type** box, then click **OK**.



The decimals will be converted to time values.

Note: You can find the complete documentation for the MROUND function in Excel .

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

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