

How to Group Data by Month in Google Sheets: A Step-by-Step Guide

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Google Sheets allows you to group data by month in order to easily view and analyze your data. This can be done by using the QUERY function, which allows you to group data by month and year. To do this, you will need to create a formula that includes the month and year in the criteria. You can then use this query to group the data by month, as well as perform other analysis on the data. For example, you can use this query to count the number of entries in each month, or to calculate the average of the data for each month.

Often you may want to group data by month in Google Sheets.

Fortunately this is easy to do using the **pivot date group** function within a pivot table.

The following step-by-step example shows how to use this function to group data by month in Google Sheets.

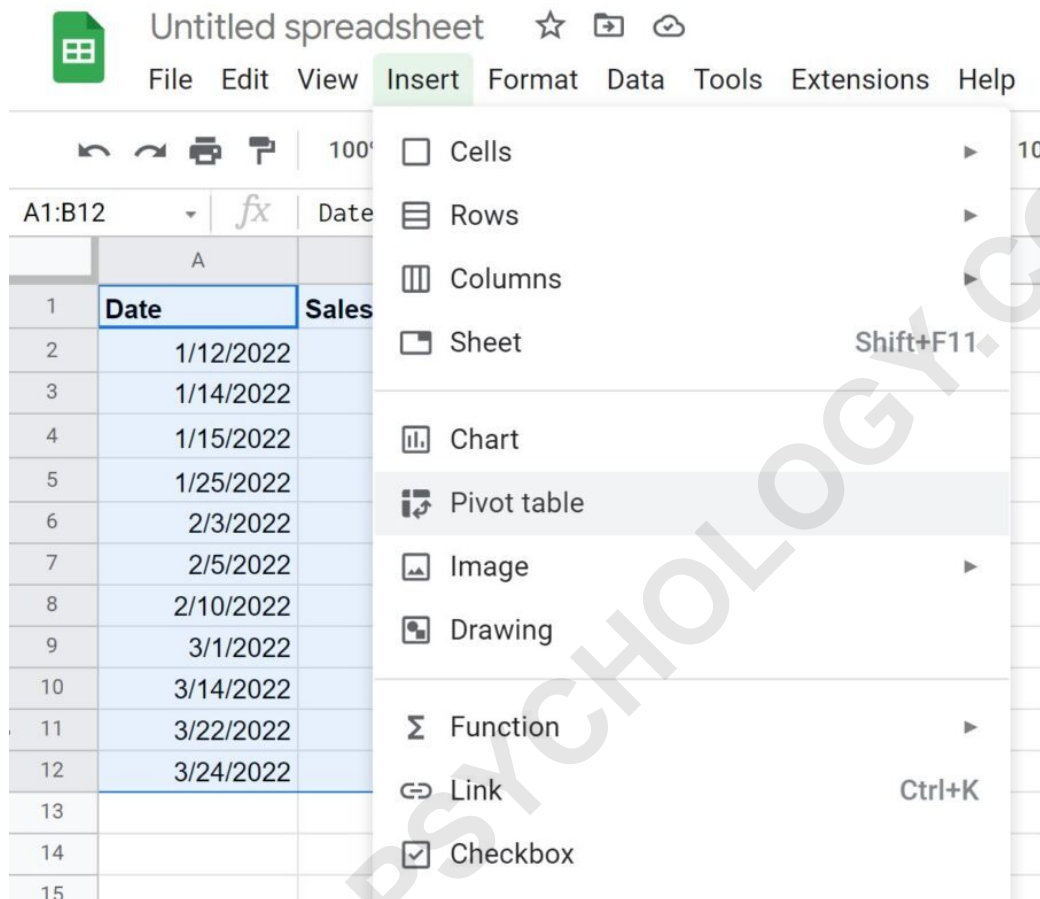
Step 1: Create the Data

First, let's create a dataset that shows the total sales made by some company on various days:

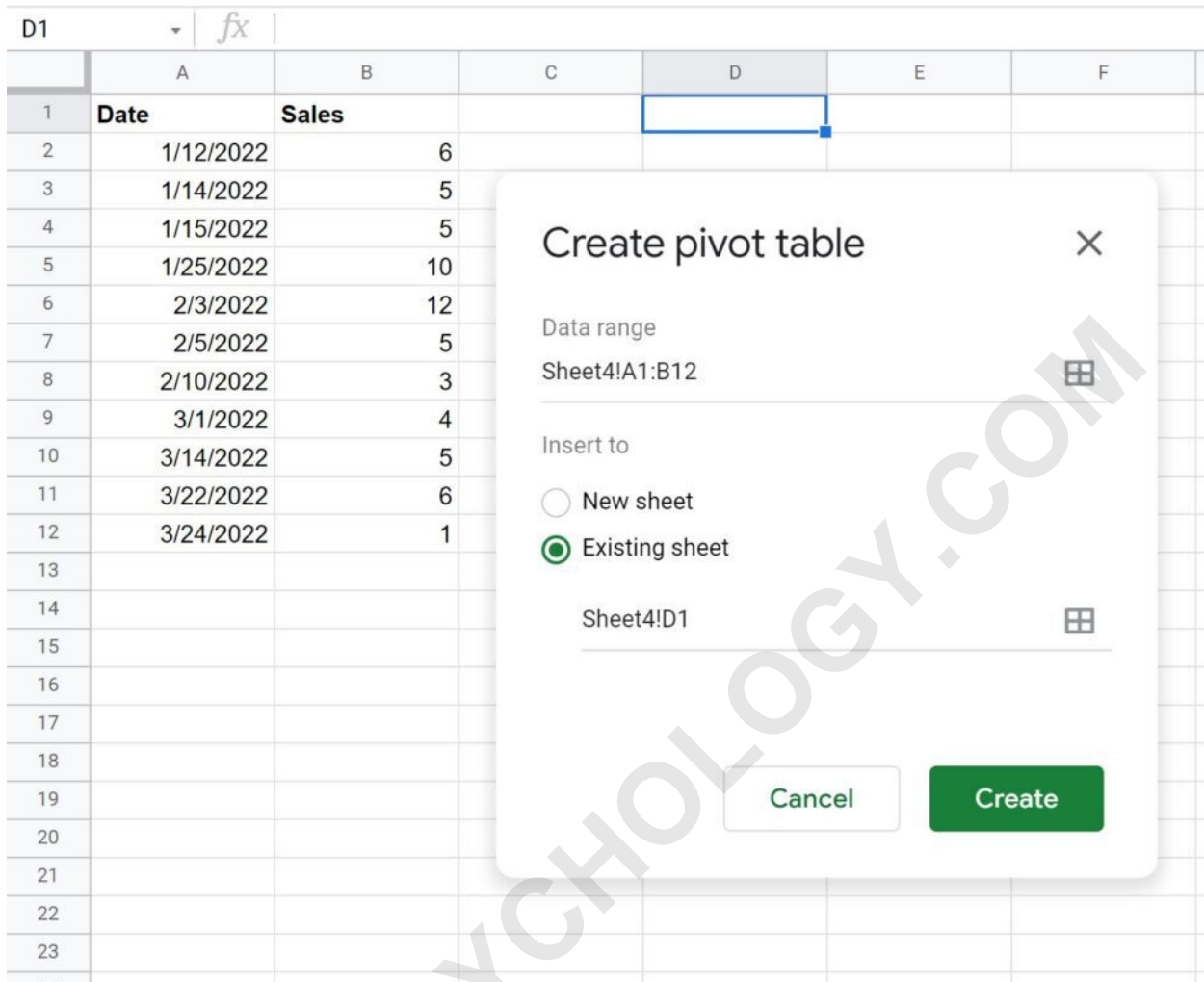
	A	B	C	D
1	Date	Sales		
2	1/12/2022	6		
3	1/14/2022	5		
4	1/15/2022	5		
5	1/25/2022	10		
6	2/3/2022	12		
7	2/5/2022	5		
8	2/10/2022	3		
9	3/1/2022	4		
10	3/14/2022	5		
11	3/22/2022	6		
12	3/24/2022	1		
13				
14				
15				
16				
17				
18				

Step 2: Create a Pivot Table

Next, highlight the cells in the range **A1:B12** and then click the **Insert** tab along the top ribbon and click **Pivot table**.



Next, we'll choose to insert the pivot table in the current worksheet in cell D1:



The screenshot shows a Google Sheets spreadsheet with the following data:

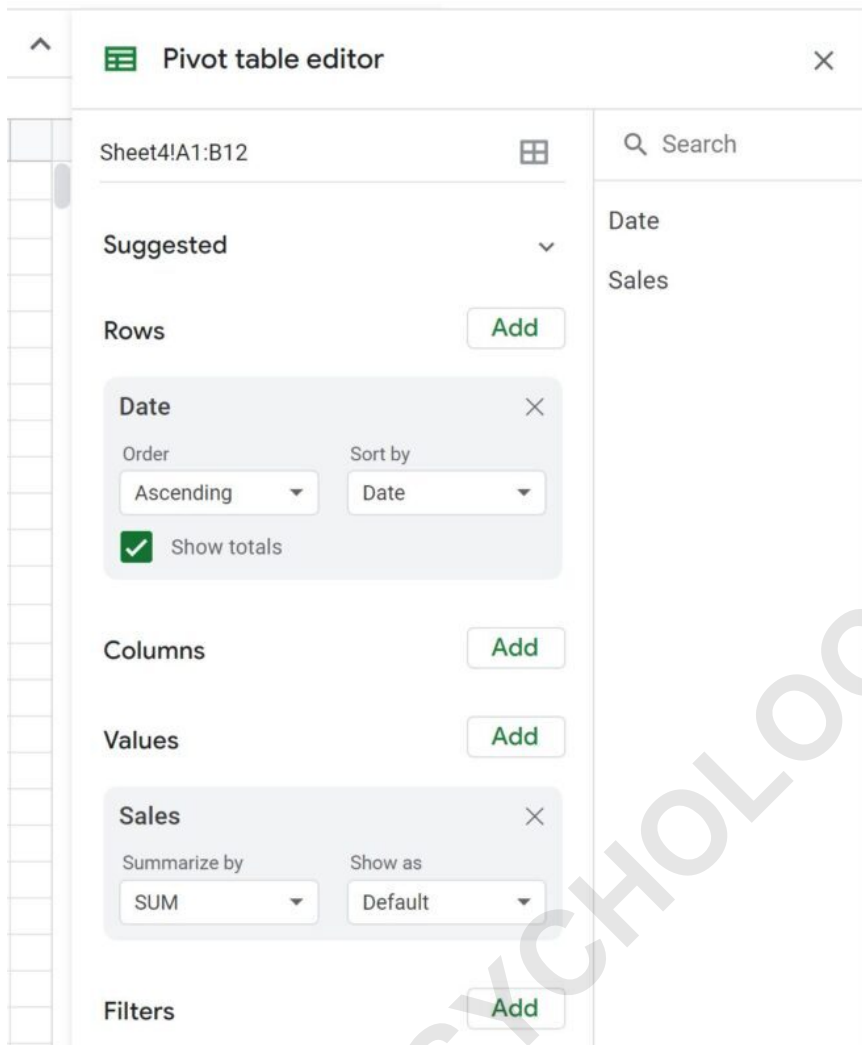
	A	B	C	D	E	F
1	Date	Sales				
2	1/12/2022	6				
3	1/14/2022	5				
4	1/15/2022	5				
5	1/25/2022	10				
6	2/3/2022	12				
7	2/5/2022	5				
8	2/10/2022	3				
9	3/1/2022	4				
10	3/14/2022	5				
11	3/22/2022	6				
12	3/24/2022	1				
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						

The 'Create pivot table' dialog box is open, showing the following settings:

- Data range:** Sheet4!A1:B12
- Insert to:** Existing sheet (selected)
- Sheet:** Sheet4!D1

The dialog box has a 'Cancel' button and a 'Create' button.

In the **Pivot table editor** on the right side of the screen, choose Date for the **Rows** and Sales for the **Values**:



The values in the pivot table will now be filled in.

Step 3: Group the Data by Month

To group the data by month, right click on any value in the Date column of the pivot table and click **Create pivot date group**, then click **Month**:

