

What are the regional format settings used in Excel?

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Excel is a widely used spreadsheet software that allows users to manipulate and organize data in a tabular format. In order to cater to the diverse needs of its global users, Excel offers regional format settings that allow for customization of various elements such as numerical and date formats, currency symbols, and language settings. These format settings are based on the specific geographical region or country and are used to display data in a format that is familiar and relevant to the user. By adjusting the regional format settings, users can ensure that their data is presented accurately and in a desired format. This feature makes Excel a versatile tool, suitable for use in various regions and countries around the world.

Excel Regional Format Settings

Regional Format Settings

Excel provides regional formatting settings for different languages and styles of presenting information.

Regional settings affects a number of things, like:

Calendar date formatting Decimal numbers Default currency formatting Formula delimiters

Formula delimiters are the symbols used to separate arguments in a function.

The most common symbols are comma , and semicolon ;

For example, the **English** regional language setting uses commas:

=AND(, , ...)

While **German** regional language settings uses semicolons:

=AND(; ; ...)

Example Regional Format Settings

Here are the date, decimal number, and formula delimiters shown with **English (US)** settings:

	A	B	C	D	E	F	G
1		Date		Number		Formula	
2		3/14/2021		3.14159		=IF(D2>3, "Yes", "No")	
3							

Here are the date, decimal number, and formula delimiters shown with **German** settings:

	A	B	C	D	E	F	G
1		Date		Number		Formula	
2		14.03.2021		3,14159		=IF(D2>3; "Yes"; "No")	
3							

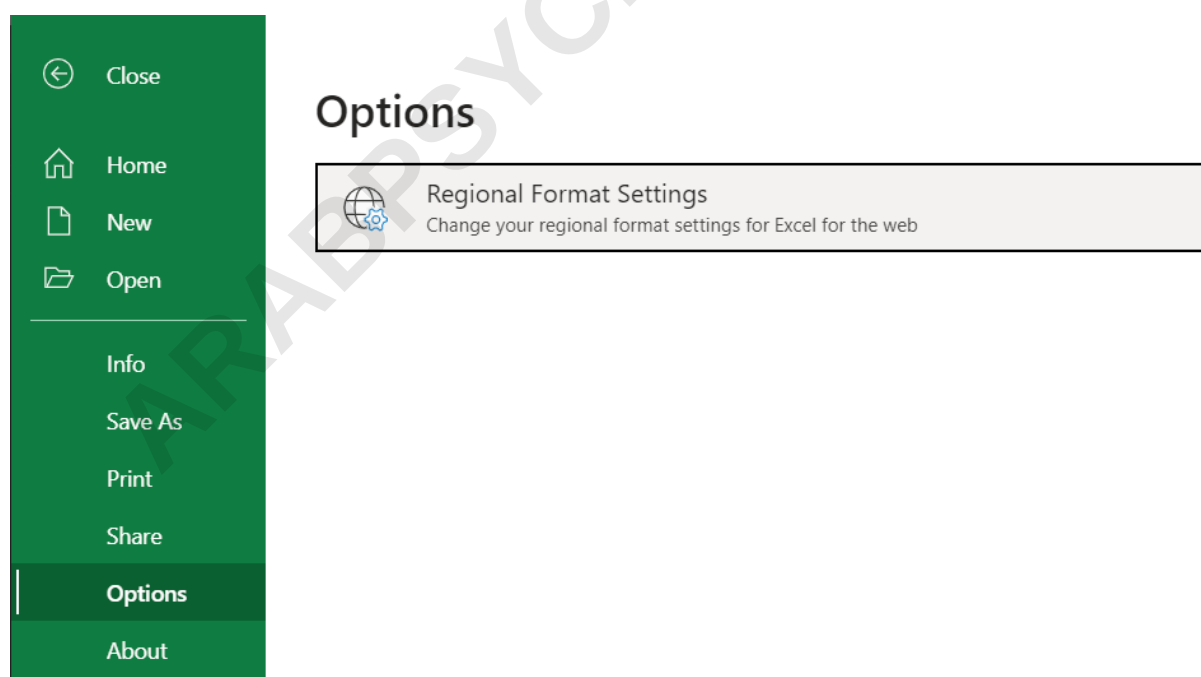
Notice that the English (US) formatting uses month/day/year and the German formatting uses day.month.year for calendar dates.

The English (US) formatting also uses a period (.) for the decimal symbol and the German formatting uses a comma (,).

Note: Changing the regional format settings will **automatically** convert any existing values and formulas in your spreadsheet.

Changing Regional Format Settings

Changing Regional Format Settings is accessed in the options part of the **File** menu:



Selecting this option will open a dialog box where you can choose your preferred regional language settings:

Change regional format settings



Select your preferred regional format for Excel for the web:

Regional format settings affect dates, currency, formula delimiter and more.

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