

How to Find the Last Day of the Week in Excel

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The determination of the concluding day of a specific weekly cycle is a fundamental requirement in professional **data analysis** and administrative reporting. Within the environment of **Microsoft Excel**, the last day of the week typically refers to the final 24-hour period of a standard seven-day sequence, which, depending on regional standards or organizational policy, usually falls on a Saturday or a Sunday. Mastering the identification of these dates is essential for professionals involved in **financial planning**, project management, and labor scheduling, as it allows for the accurate aggregation of weekly metrics and the alignment of deadlines with calendar realities.

To find the last day of the week in **Microsoft Excel**, users primarily rely on the **WEEKDAY function**. This powerful utility calculates a numerical value that corresponds to a specific day of the week based on a given date. By default, the software evaluates dates according to a standard system where Sunday is represented by the integer 1 and Saturday by the integer 7. When this function is integrated into larger mathematical expressions, it provides a dynamic way to "round up" any given date to the end of its respective week, ensuring that datasets remain synchronized across various temporal dimensions.

The utility of identifying the week-end date extends beyond mere calendar viewing; it is a prerequisite for creating automated dashboards and **time series** forecasts. For instance, in an accounting context, many firms close their ledgers on the final day of the week to prepare for Monday morning reporting. By utilizing the formulas discussed in this guide, users can ensure that their **spreadsheet** models automatically adjust as new data is entered, significantly reducing the risk of manual entry errors and improving the overall integrity of the analytical output.

Get Last Day of Week in Excel (With Example)

The process of extracting the terminal date of a weekly period involves utilizing specific logic that calculates the distance between a target date and the desired end of the week. You can use the following formulas to get the last day of the week for a date in **Microsoft Excel**, depending on whether your business week concludes on a Saturday or a Sunday:

Formula 1: Get Last Day of Week (Assuming Last Day is Saturday)

=A2-WEEKDAY(A2)+7

Formula 2: Get Last Day of Week (Assuming Last Day is Sunday)

=A2-WEEKDAY(A2,2)+7

Both formulas assume that cell **A2** contains the specific date value you wish to evaluate. These expressions function by first identifying the day of the week for the input date and then

mathematically adjusting that value to reach the seventh day. It is important to note that the **WEEKDAY function** is highly flexible, allowing for different "return_type" arguments to accommodate various international standards, such as those defined by **ISO 8601**.

The following example demonstrates the practical implementation of these formulas within a standard dataset. By applying these calculations to a column of diverse dates, we can observe how the **algorithm** shifts the date to the nearest future Saturday or Sunday, providing a clear visual representation of how the week concludes for each entry.

	A	B	C	D	E
1	Date				
2	1/10/2023				
3	1/15/2023				
4	2/15/2023				
5	3/5/2023				
6	4/1/2023				
7	4/29/2023				
8	6/7/2023				
9	7/15/2023				
10	9/12/2023				
11	10/30/2023				
12	12/25/2023				
13					
14					
15					
16					
17					

Example: How to Get Last Day of Week in Excel

To begin our practical exercise, we will input our logic into a structured table. We can type the following formulas into cell **B2** and **C2** to calculate the concluding day of the week for the initial date provided in cell **A2**. This allows us to compare two different organizational standards side-by-side within the same **spreadsheet** environment.

B2: =A2-WEEKDAY(A2)+7

C2: =A2-WEEKDAY(A2,2)+7

The first formula in column B utilizes the default settings of the **WEEKDAY function**, which considers Sunday as day 1 and Saturday as day 7. By subtracting the current weekday index from

the original date and adding 7, the formula effectively moves the date forward to the nearest Saturday. This is a common requirement in regions where the traditional workweek follows a Sunday-to-Saturday schedule.

The second formula in column C introduces the optional "2" argument within the **WEEKDAY function**. This parameter instructs **Microsoft Excel** to treat Monday as the first day of the week (day 1) and Sunday as the final day (day 7). This configuration is widely used in European markets and industries that adhere strictly to the **ISO 8601** standard for date and time representation.

After entering these formulas into the top row, we can then click and drag each of these formulas down to the remaining cells in columns B and C. This action utilizes the "AutoFill" feature of **Microsoft Excel**, which automatically updates the cell references (from A2 to A3, A4, and so on) while maintaining the structural logic of the calculation.

	A	B	C	D
1	Date	Last Day of Week (Saturday)	Last Day of Week (Sunday)	
2	1/10/2023	1/14/2023	1/15/2023	
3	1/15/2023	1/21/2023	1/15/2023	
4	2/15/2023	2/18/2023	2/19/2023	
5	3/5/2023	3/11/2023	3/5/2023	
6	4/1/2023	4/1/2023	4/2/2023	
7	4/29/2023	4/29/2023	4/30/2023	
8	6/7/2023	6/10/2023	6/11/2023	
9	7/15/2023	7/15/2023	7/16/2023	
10	9/12/2023	9/16/2023	9/17/2023	
11	10/30/2023	11/4/2023	11/5/2023	
12	12/25/2023	12/30/2023	12/31/2023	
13				
14				
15				
16				
17				
18				

Formatting Date Values for Enhanced Readability

When working with date calculations in **Microsoft Excel**, you may occasionally encounter a situation where the output appears as a series of integers rather than recognizable dates. This occurs because the software stores dates as a **serial number**, where each integer represents the number of days elapsed since January 1, 1900. While this system is excellent for performing

mathematical operations, it is not intuitive for human readers.

If the results in your spreadsheet are shown as numeric values instead, we can easily rectify the visual output by applying the correct format. First, highlight the cell range **B2:C11**. Then, navigate to the **Home** tab on the ribbon, locate the **Number Format** dropdown menu (which may currently display "General" or "Number"), and select **Short Date** from the list of options. This converts the underlying **serial number** into a familiar MM/DD/YYYY or DD/MM/YYYY format depending on your system settings.

Once the formatting is applied, the clarity of the dataset is significantly improved. Each of the numeric values in columns B and C will be converted to date formats, allowing stakeholders to quickly interpret the results without needing to manually calculate the offsets. Proper formatting is a crucial step in **data analysis**, as it ensures that the information is accessible and professional for final presentation or reporting.

Column B now clearly shows the last day of the week that the date in column A falls in, assuming the last day is considered Saturday. This is particularly useful for tracking weekly quotas or deadlines that end before the traditional weekend break. Conversely, Column C shows the last day of the week that the date in column A falls in, assuming the last day is considered Sunday, which is often the standard for full-week performance reviews.



January 2023

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

Analyzing the Final Results and Verification

To verify the accuracy of our formulas, we can examine a specific entry from our example. If we look at a date that falls mid-week, the formulas should logically project forward to the end of that specific seven-day block. For instance, if we consider Saturday the last day of the week for a specific January entry, then that date is determined to be **1/14/2022**.

Alternatively, if we consider Sunday the last day of the week--often preferred for residential scheduling or religious observations--then that date is calculated as **1/15/2022**. By cross-referencing these results with a physical calendar, we can confirm that the **WEEKDAY function** has correctly identified the spatial relationship between the input date and its corresponding week-end.

These dates match the ones calculated by our formulas perfectly, demonstrating the reliability of using arithmetic operations on date objects within **Microsoft Excel**. This level of precision is vital when the resulting data is used to drive high-stakes decisions, such as identifying the "Last Day of the Month" for **financial planning** or determining the final delivery date for a complex logistics chain.

Understanding these subtle differences in week-ending logic allows users to tailor their spreadsheets to the specific needs of their industry. Whether you are managing a global supply chain that operates 24/7 or a local office that follows a strict five-day schedule, knowing how to manipulate the **WEEKDAY function** ensures that your time-based data remains consistent and actionable.

Advanced Applications of Week-Ending Formulas

Beyond simple identification, the ability to find the last day of the week serves as a foundation for more complex operations. For example, you might combine these formulas with a **SUMIFS function** to aggregate total sales for a specific week based on any date within that week. By referencing the "end of week" date as a common key, you can transform a daily ledger into a streamlined weekly summary with minimal effort.

Furthermore, these techniques are invaluable when dealing with **ISO 8601** compliance. Many international organizations require that data be reported according to standardized week numbers. By identifying the last day of the week, you can more easily calculate the "Week Number" and ensure that your reports are compatible with global business partners who may utilize different software or localized calendar systems.

Finally, integrating these date functions with conditional formatting can provide immediate visual cues to users. You could set a rule where any date that matches the "Last Day of the Week" is

highlighted in a specific color, signaling the end of a reporting period. This enhances the user experience of the **spreadsheet**, making it not just a tool for calculation, but a dynamic interface for project oversight and **data analysis**.

The following tutorials explain how to perform other common operations in Excel, further expanding your proficiency in managing complex datasets and temporal logic:

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