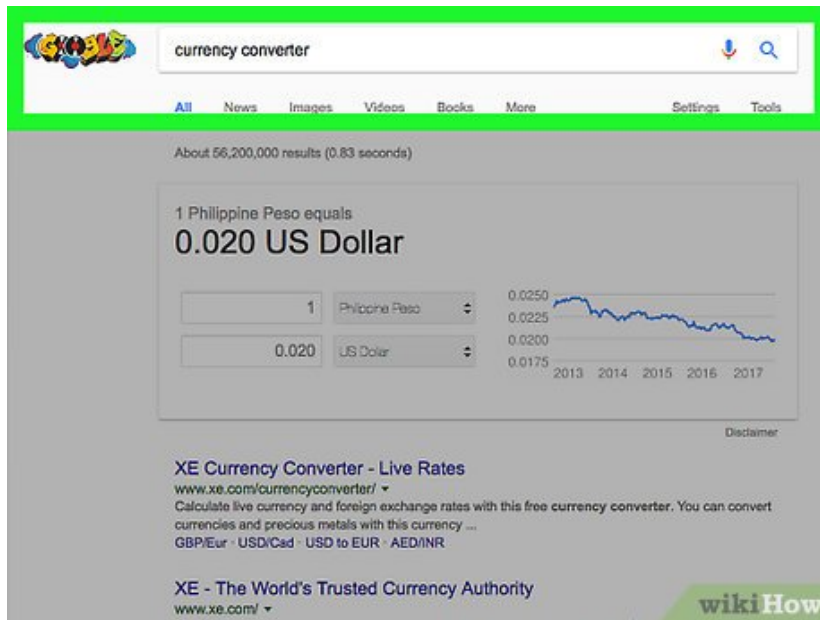


# How to Create a Currency Converter With Microsoft Excel

This wikiHow teaches you how to create a currency conversion calculator using Microsoft Excel. If you simply want to convert one currency value to another currency's value, you can use Excel's multiplication formula to apply the conversion...

Method 1 of 2:

## Converting Manually



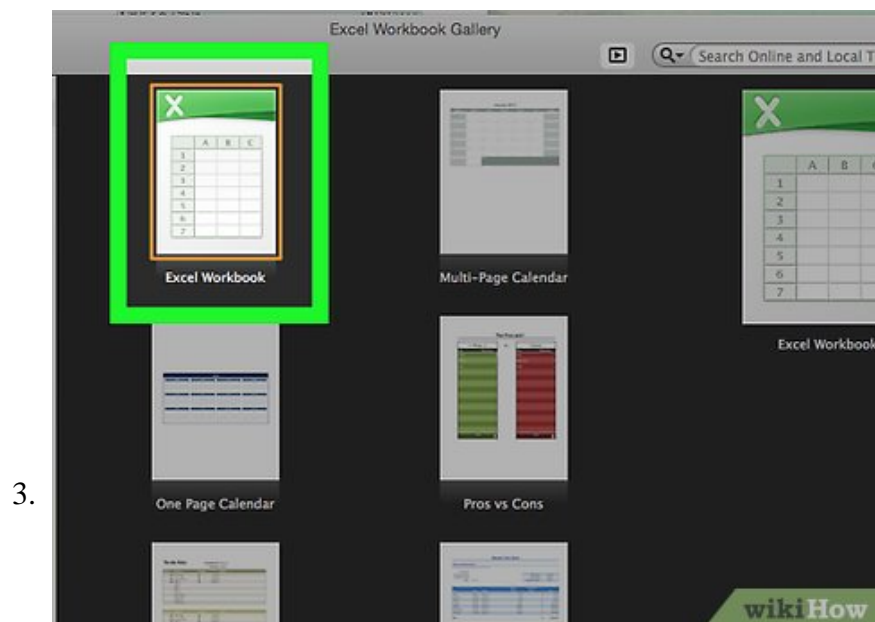
1.

**Look up your current conversion rate.** Open a web browser and type `currency converter` into the address bar, then select the currencies you want to compare in the drop-down boxes at the top of the search engine's results. This will give you the current conversion rate.

1. For example, if you wanted to see the conversion rate for euros to US dollars, you would select **Euros' for the top box and Dollars** for the bottom box.

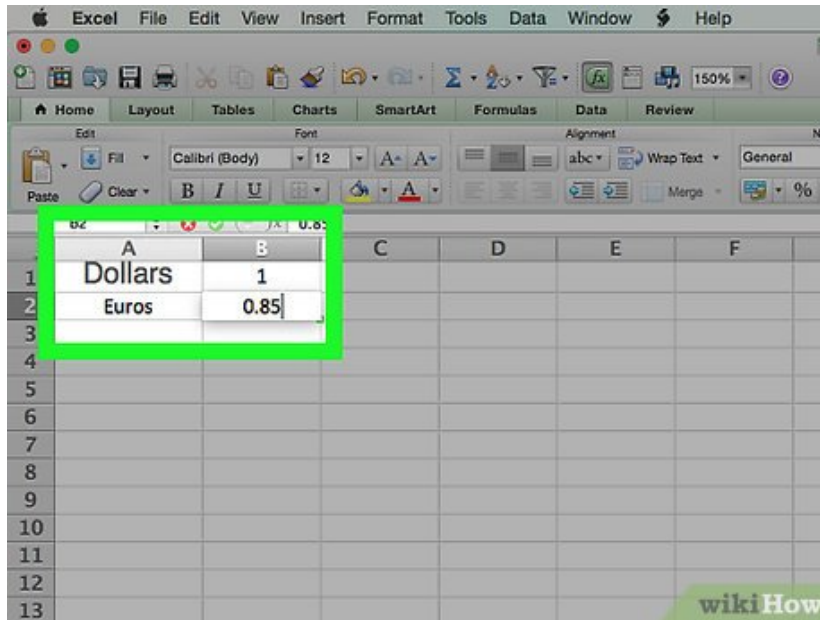


**Open Microsoft Excel.** It's a green app with a white "X" on it.



**Click** . You'll find this option in the upper-left side of the window.

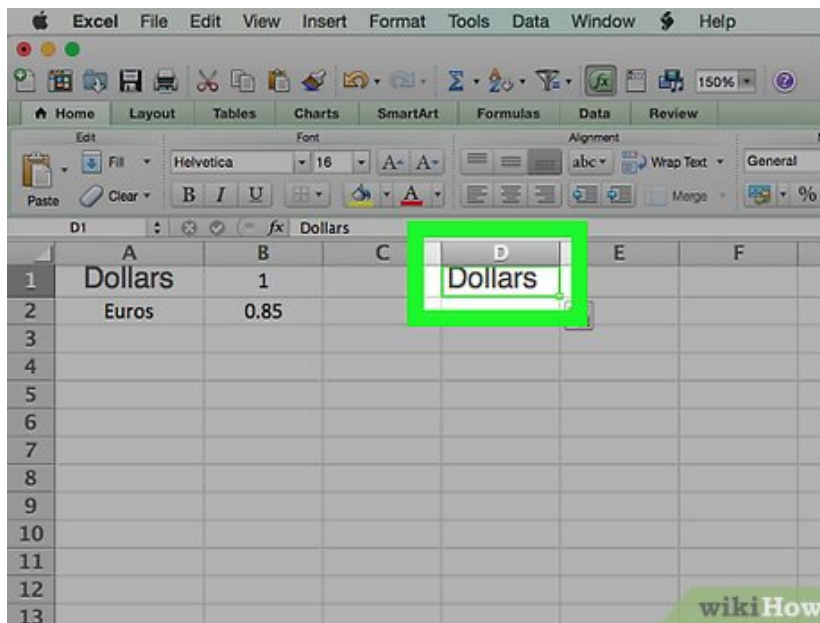
1. On Mac, click the **New** tab and then click **Blank Workbook**.



4.

**Create a chart with your currency conversion information.** To do so:

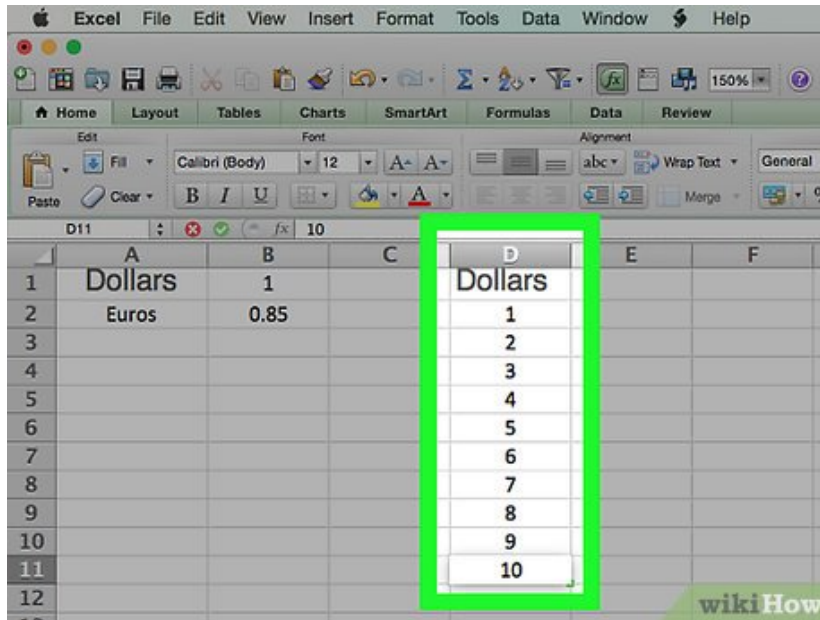
1. Type the first currency's name into **A1** (e.g., "Dollars").
2. Type the first currency's value into **B1**. This value should be "1".
3. Type the second currency's name into **A2** (e.g., "Euros").
4. Type the conversion rate into **B2**.



5.

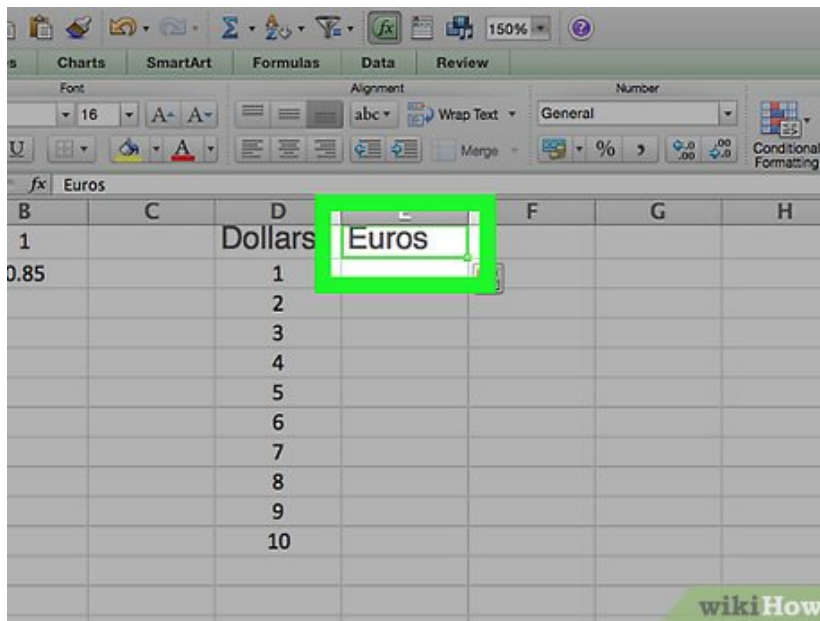
**Type your starting currency's name into D1.** For example, if you're converting dollars to euros, you would type "Dollars" into the **D1** cell.

6.



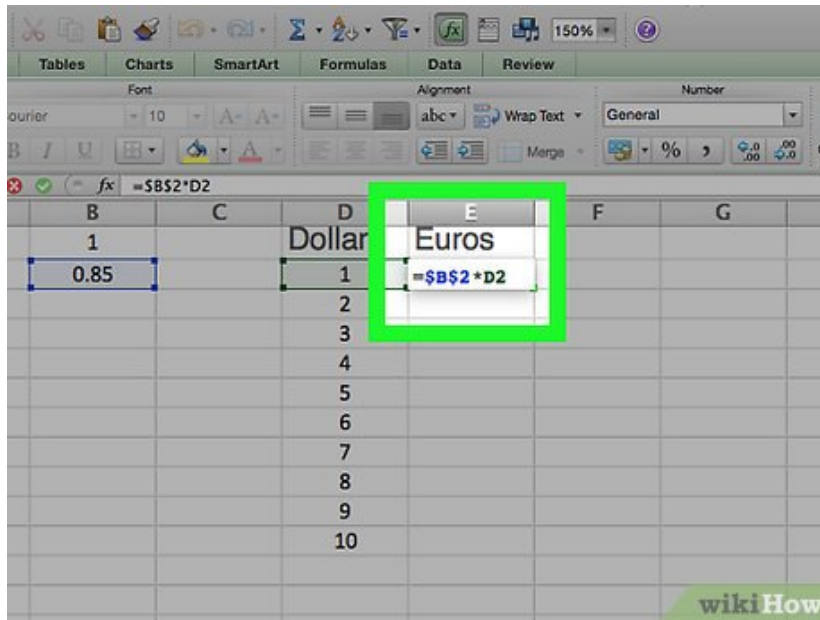
Type the currency values you wish to convert into the "D" column. For example, if you have ten dollar amounts that you want to convert to euros, you would enter each dollar value in a cell from D2 through D11.

7.



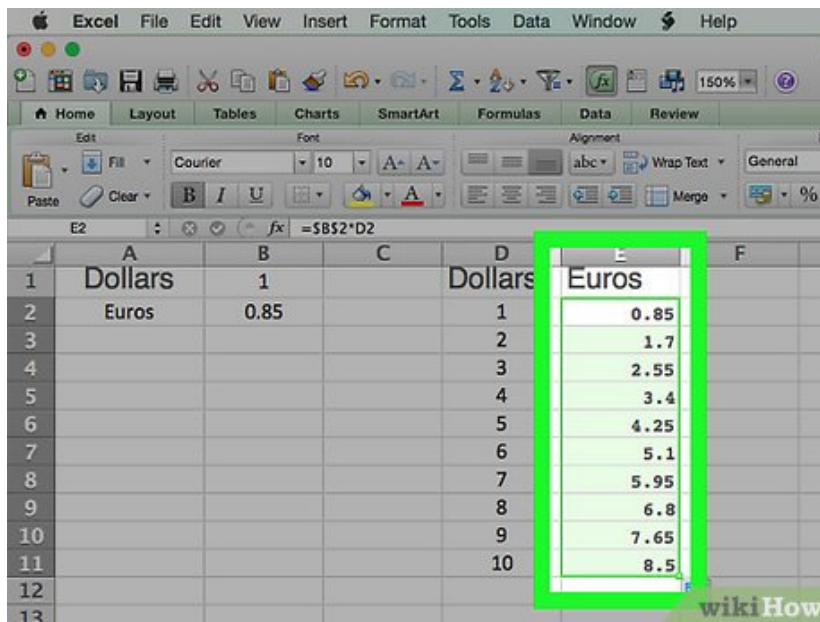
Type the conversion currency's name into E1. To use the previous example, you might type "Euros" here.

8.



**Click E2, then type in =B\$2\*D2 and press Enter.** This will display the converted equivalent of your starting currency in cell **E2**, which is directly to the right of the starting currency equivalent.

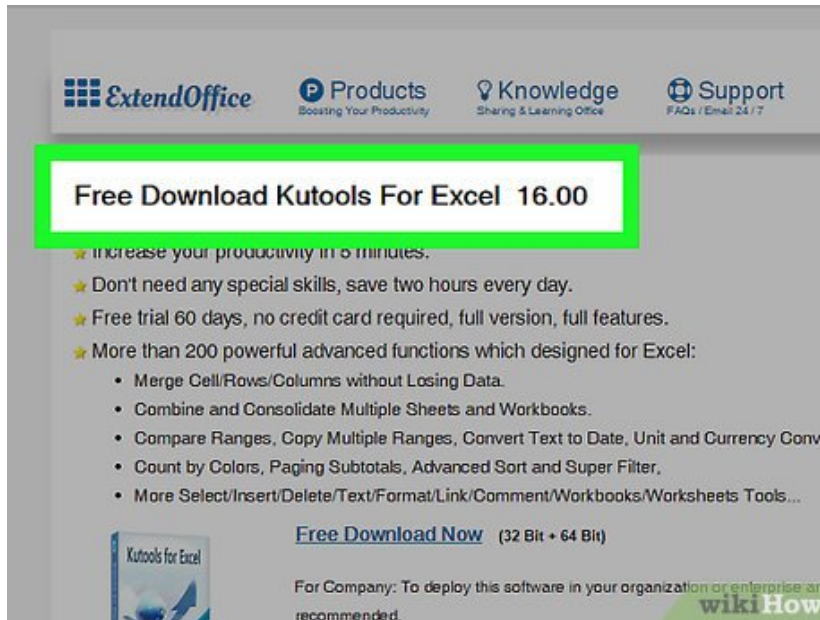
9.



**Apply the formula to the rest of the second currency's column.** Click **E2** again to select it, then double-click the little green square that appears in the bottom-right corner of the **E2** cell. Your second currency's column will fill up with conversions of the currency values from the starting currency column.

Method 2 of 2:

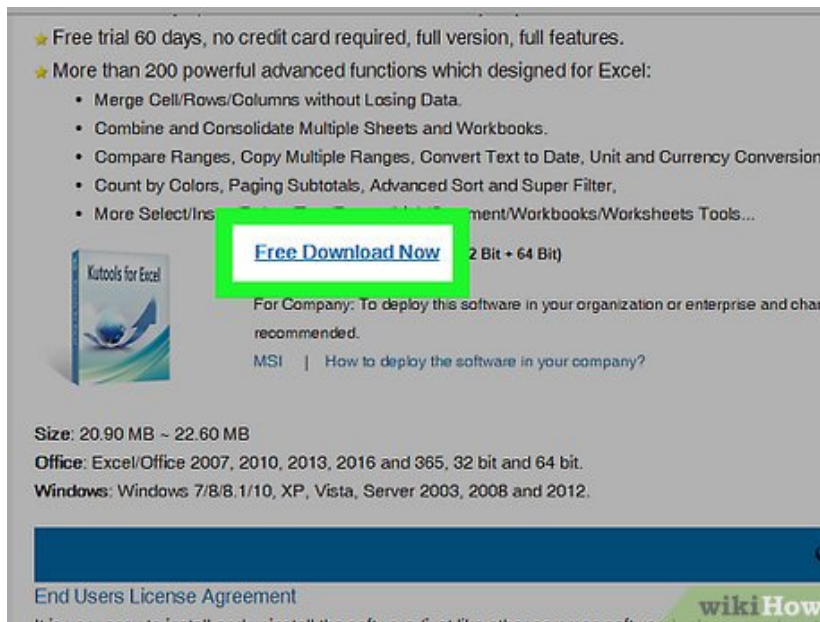
**Using Kutools for Excel**



1.

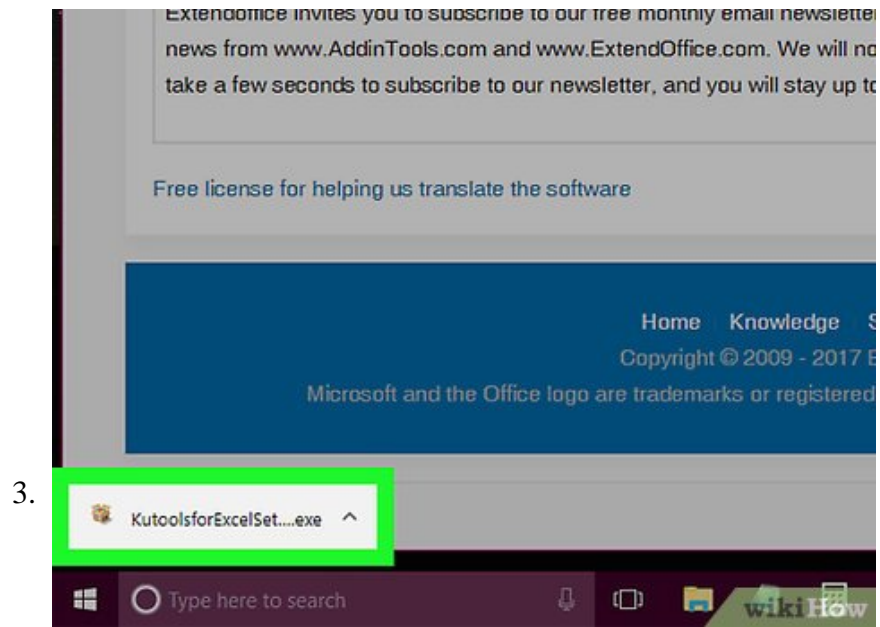
Go to the Kutools download page. Visit

<https://www.extendoffice.com/download/kutools-for-excel.html> in your browser. Kutools is only available for Windows.

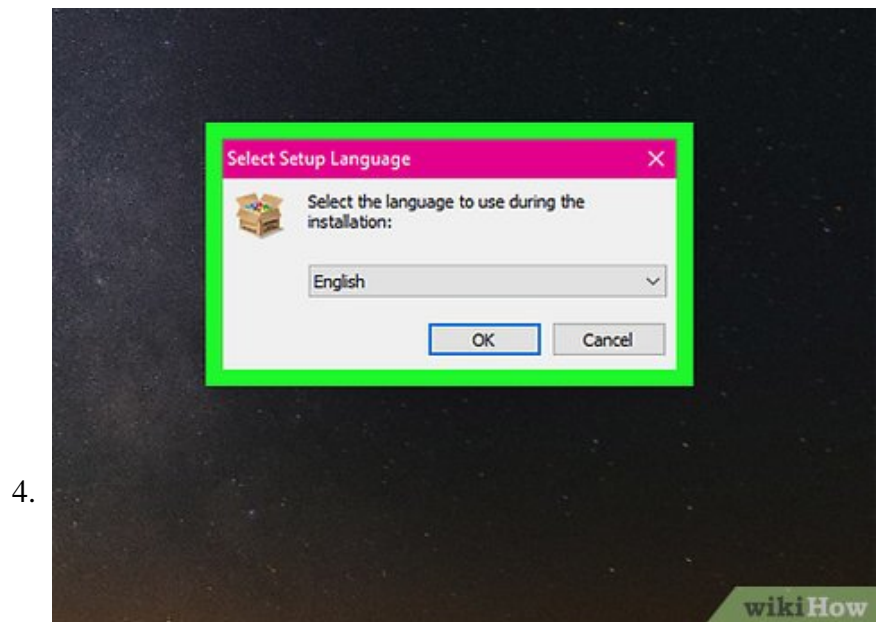


2.

Click **Free Download Now**. It's a link in the middle of the page. Doing so will download Kutools to your computer, though you may need to click **Save** or choose a download location depending on your browser.

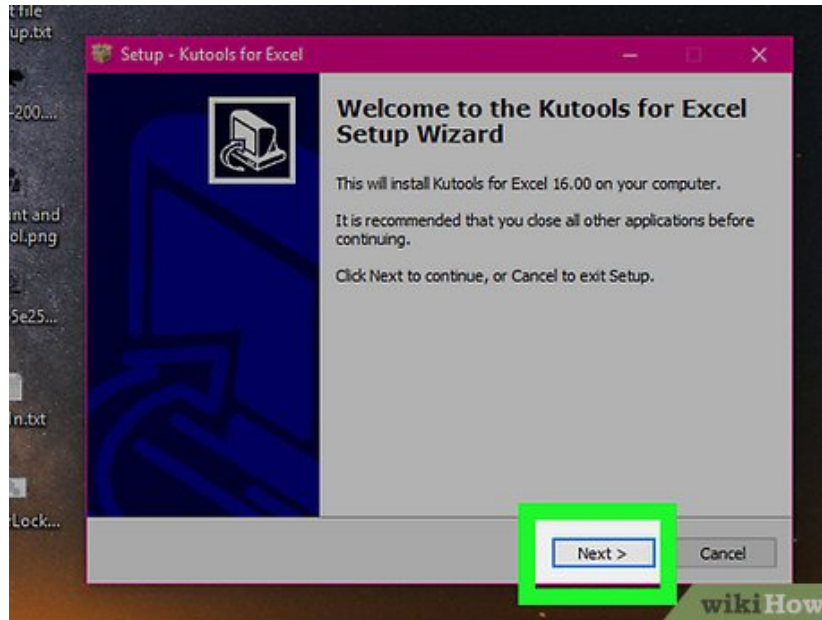


**Double-click the Kutools setup file.** It resembles a brown box.



**Select a language, then click** . Click the drop-down box to pick a language.

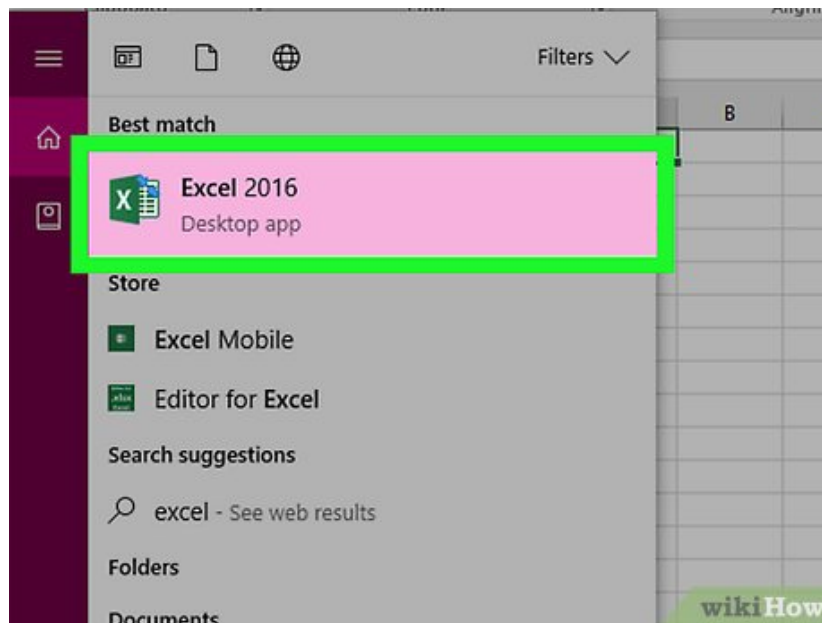
5.



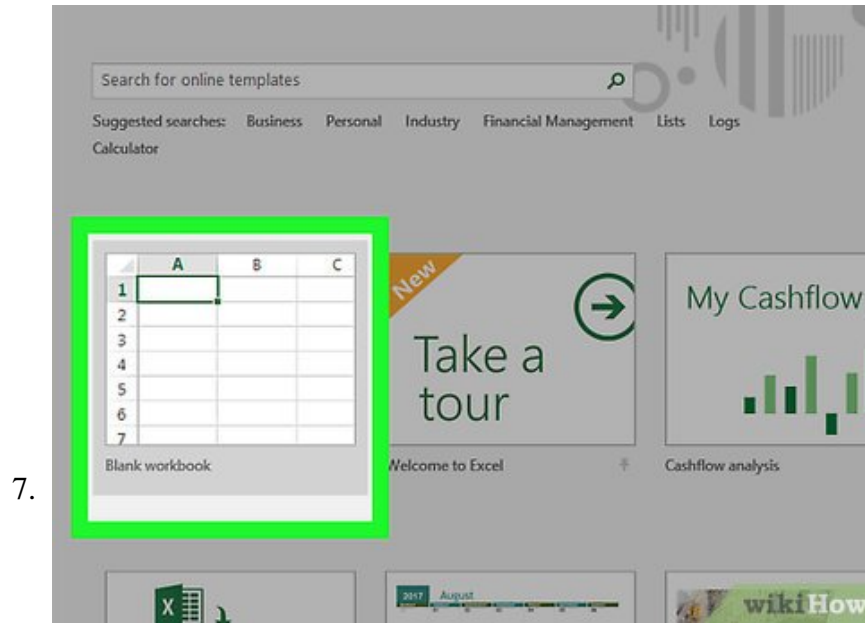
**Follow the on-screen prompts.** To finish installing Kutools:

1. Click **Next**.
2. Click the "Accept" box and click **Next**.
3. Click **Next** twice.
4. Click **Install**.

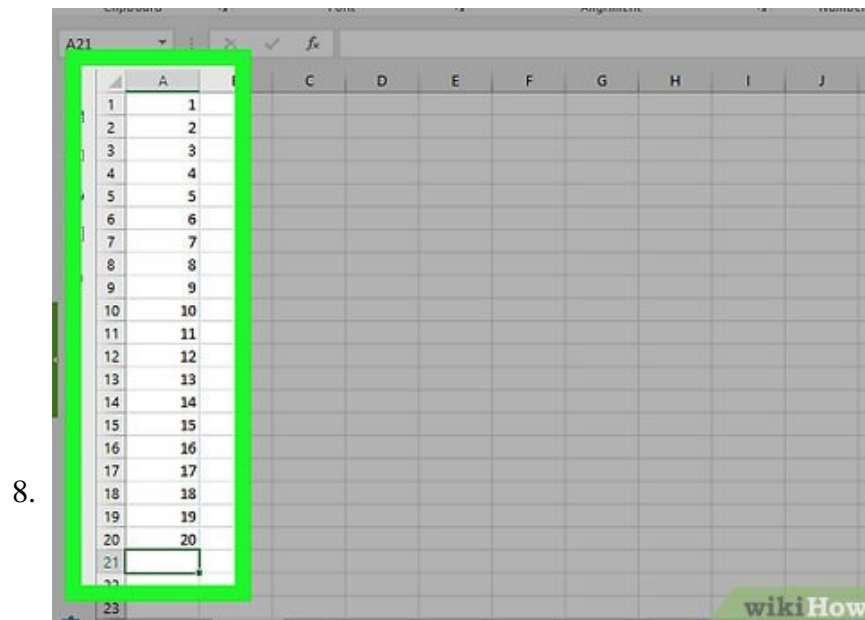
6.



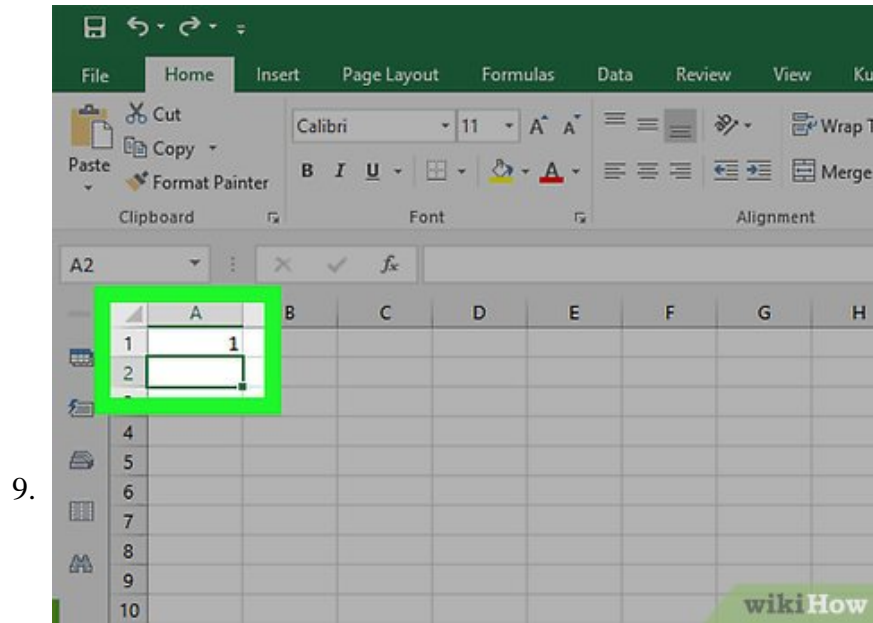
**Open Microsoft Excel.** It's a green app with a white "X" on it.



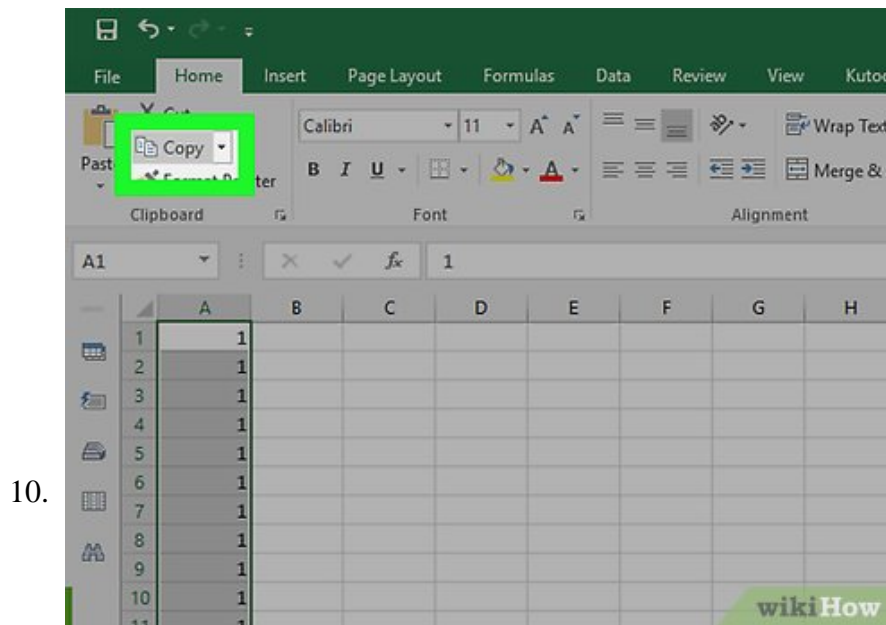
Click **Blank workbook**. You'll find this option in the upper-left side of the window.



**Enter your starting currency values in the "A" column.** For example, if you have 20 dollar values you want to convert, you'll place each individual value in cells **A1** through **A20**.

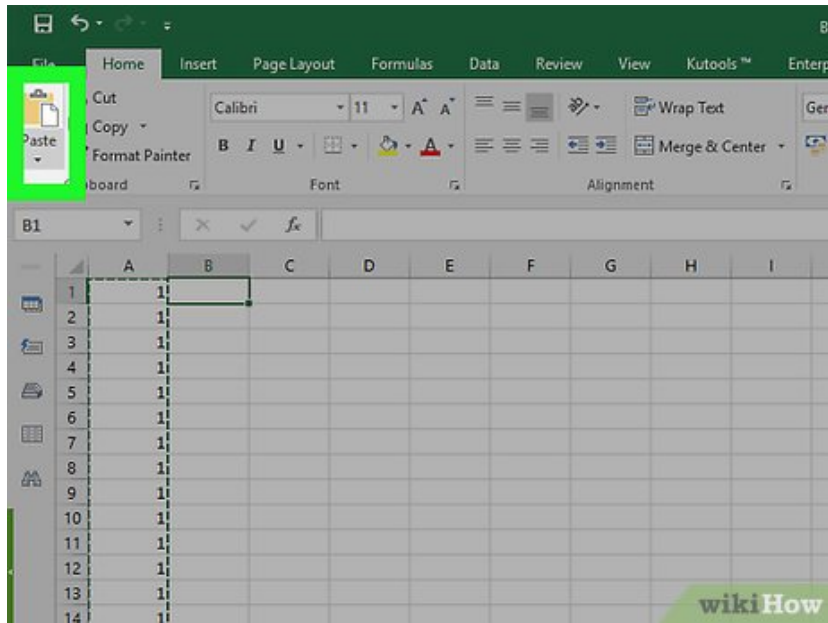


**Select the starting currency data.** Click the A1 cell and drag all the way down to the last full cell.



**Copy the data.** Click the **Home** tab, then click **Copy** in the "Clipboard" section on the left side of the toolbar.

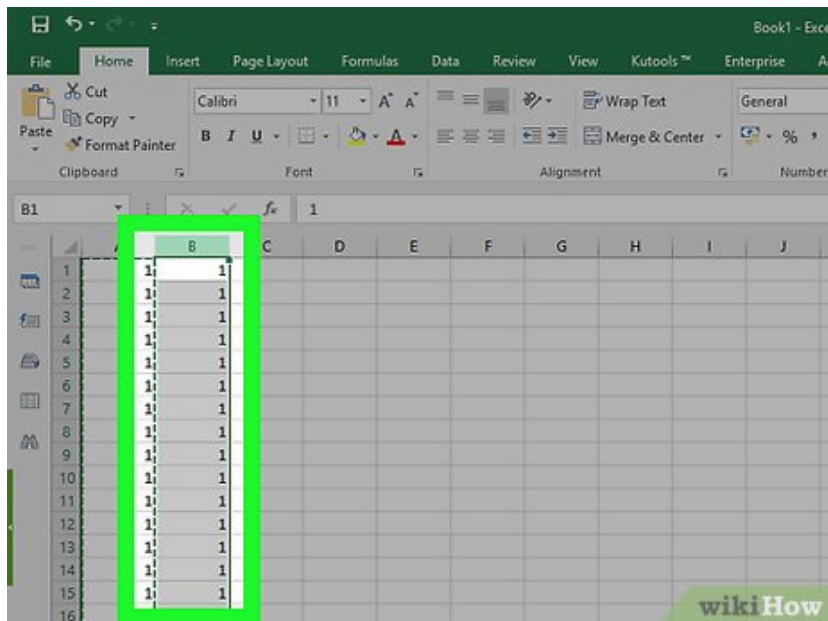
11.



**Paste the data into the "B" column.** Click the **B1** cell, then click the **Paste** button. This button resembles a clipboard in the far-left side of the **Home** toolbar.

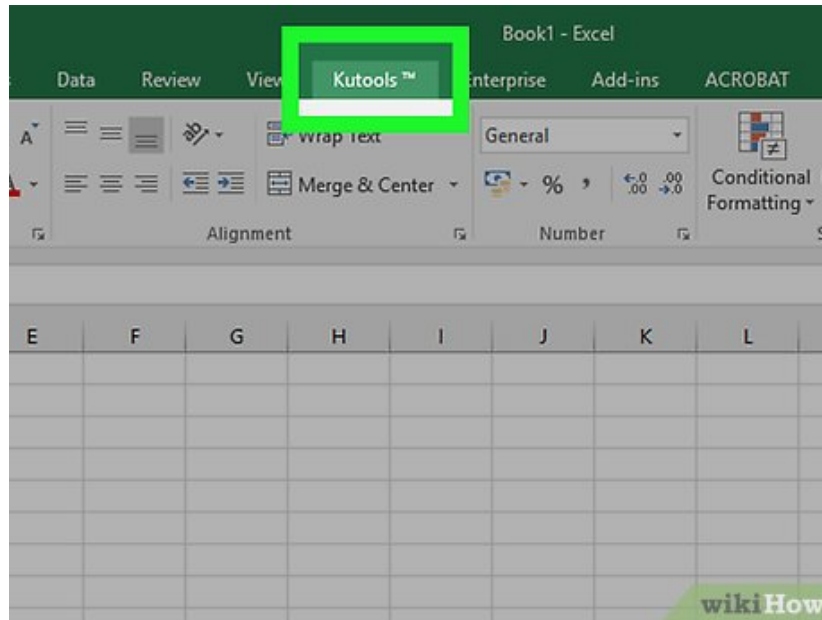
1. Make sure you click the clipboard icon and not the arrow below it.

12.



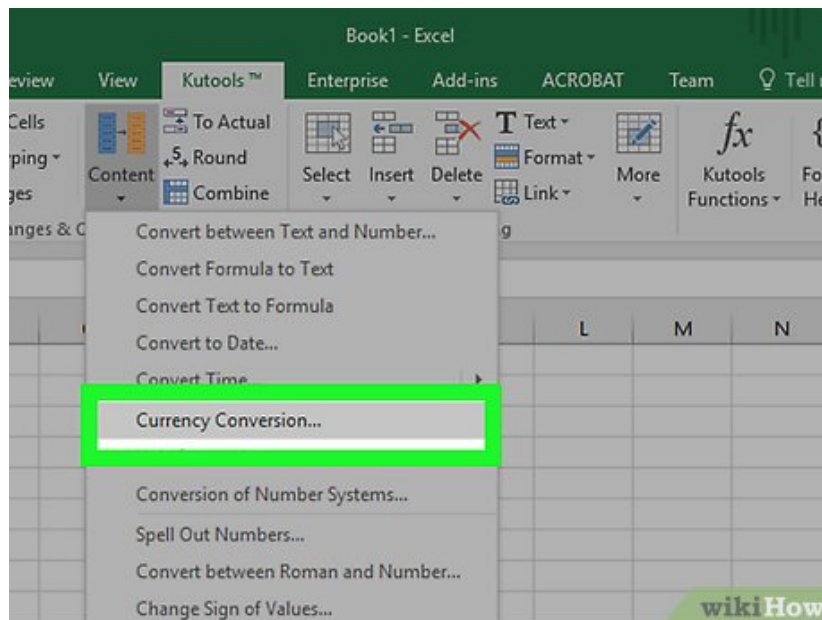
**Select the data in the "B" column.** Simply click the **B** column header to select all cells in the "B" column.

13.

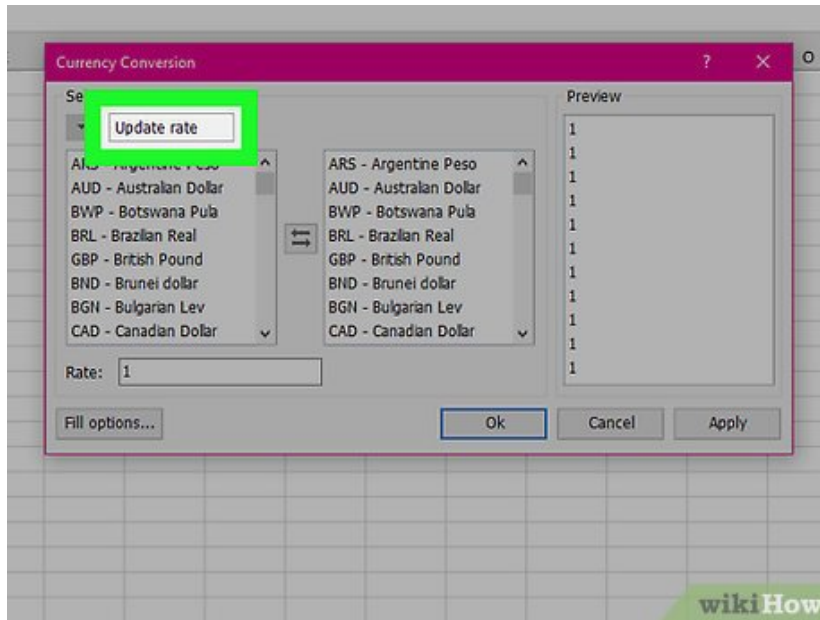


Click the **Kutools** tab. This is near the top of the Excel window.

14.



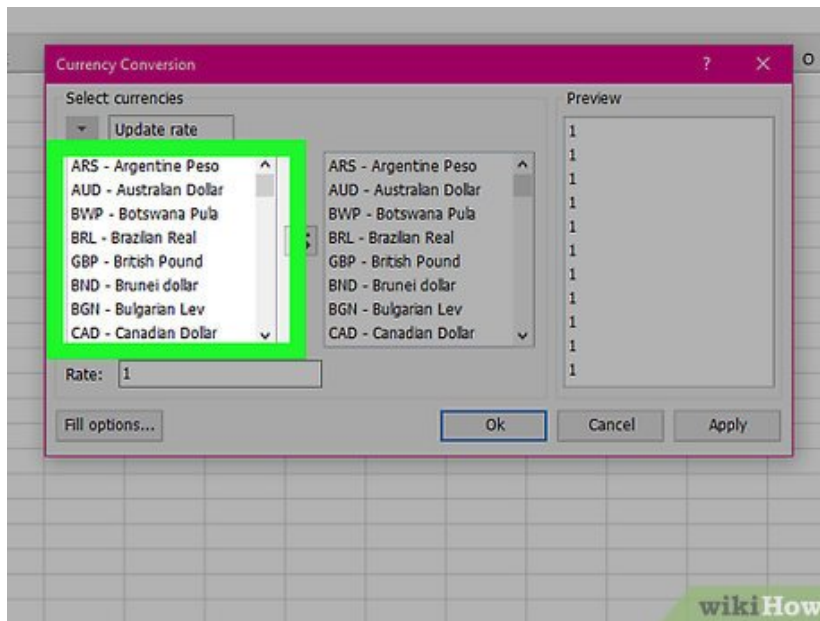
Click **Currency Conversion**. It's in the "Ranges & Content" group of options in the toolbar at the top of the page.



15.

Click **Update rate**. It's a button in the upper-left side of the Currency Conversion page. This will ensure that your currency rate is as accurate as possible.

1. You will need to have an Internet connection for this to work.



16.

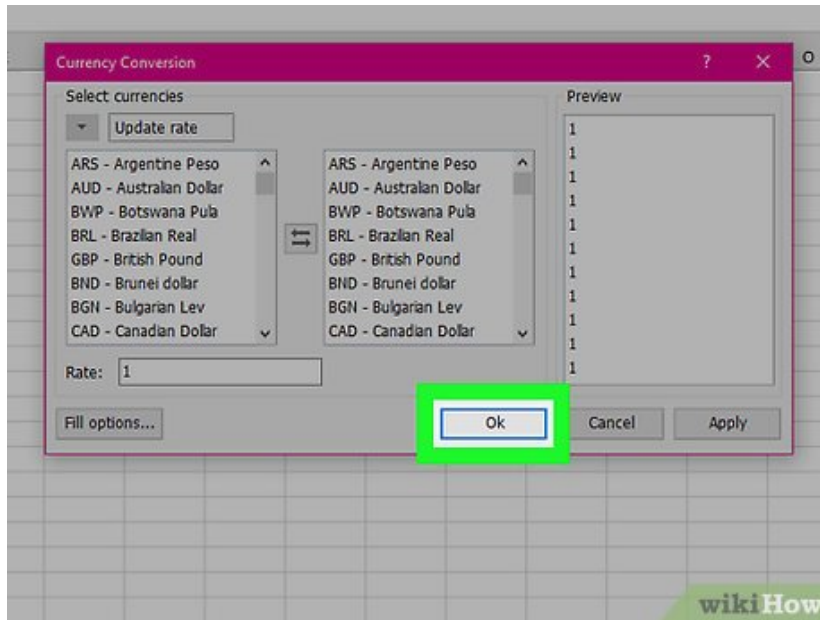
**Select your data's current currency.** Do so in the window on the left side of the Currency Conversion page.

1. For example, if you're converting from dollars to euros, you would select **Dollars** here.

17. Picture 26 of How to Create a Currency Converter With Microsoft Excel

**Select the currency you want to convert your data to.** Do this in the window on the right side of the Currency Conversion page.

1. For example, if you're converting from dollars to euros, you would select **Euros** here.



18.

Click **OK**. This will convert the values in the "B" column to the currency you chose to convert to.

1. Kutools isn't free to use forever. If you want to continue to use Kutools, you'll have to purchase it from the Extended Office store.

You finished reading the article "**How to Create a Currency Converter With Microsoft Excel**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.