

How to lock formulas in Excel

When sharing an Excel file, you don't want other people to edit the formulas, see the formulas, then lock the formulas again.

There are many ways to protect the Excel file, depending on the needs of each person such as setting a password for the entire Excel file, setting the password for the sheet on Excel so that others cannot edit it, or just setting the security key for the recipe. in Excel file only.

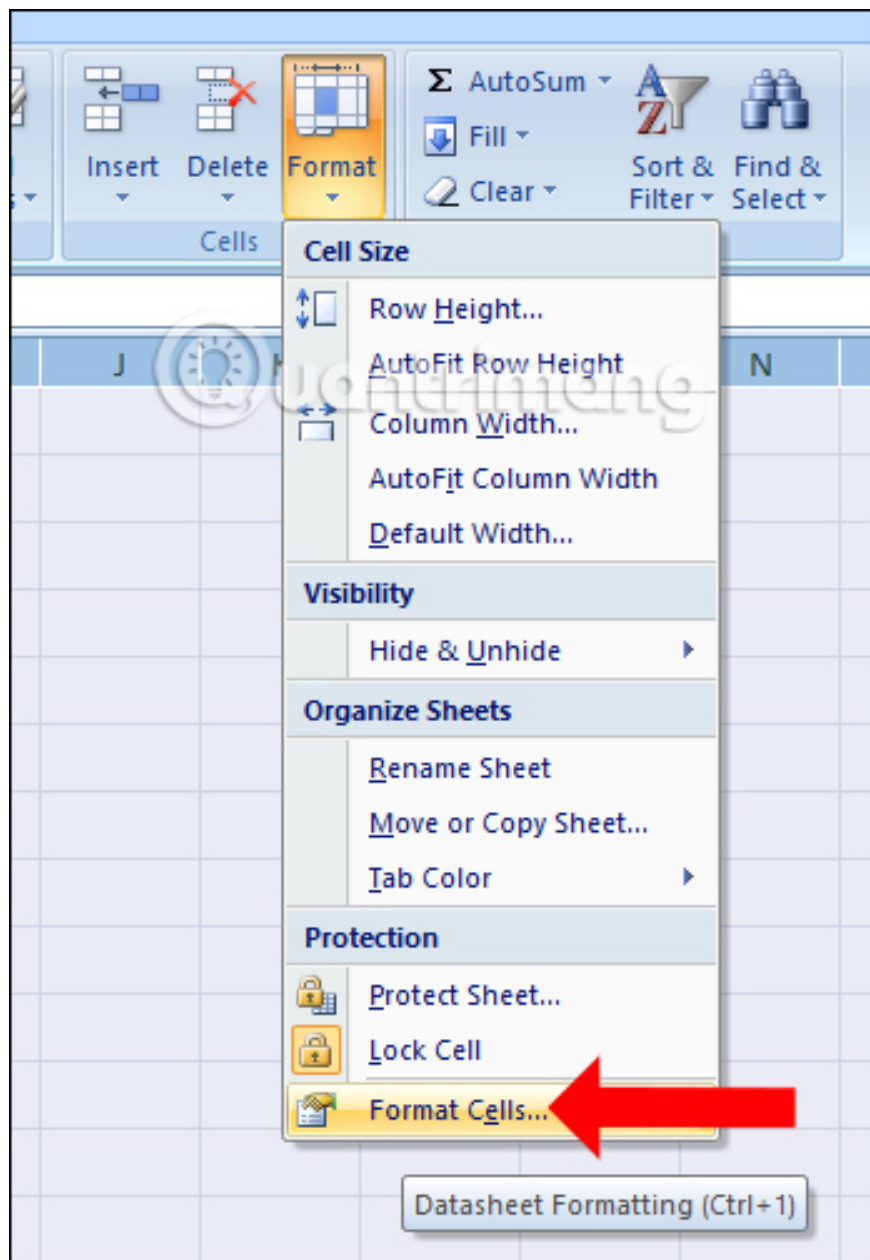
When you set an Excel formula lock, others cannot edit formulas, copy, or delete formulas, but other content can be edited as you wish. The following article will guide you how to lock formulas in Excel.

1. Forgot password protected Excel file, what should you do?
2. How to break VBA password in Excel
3. Password setting tools for PDF files

1. Guide to protecting formulas on Excel

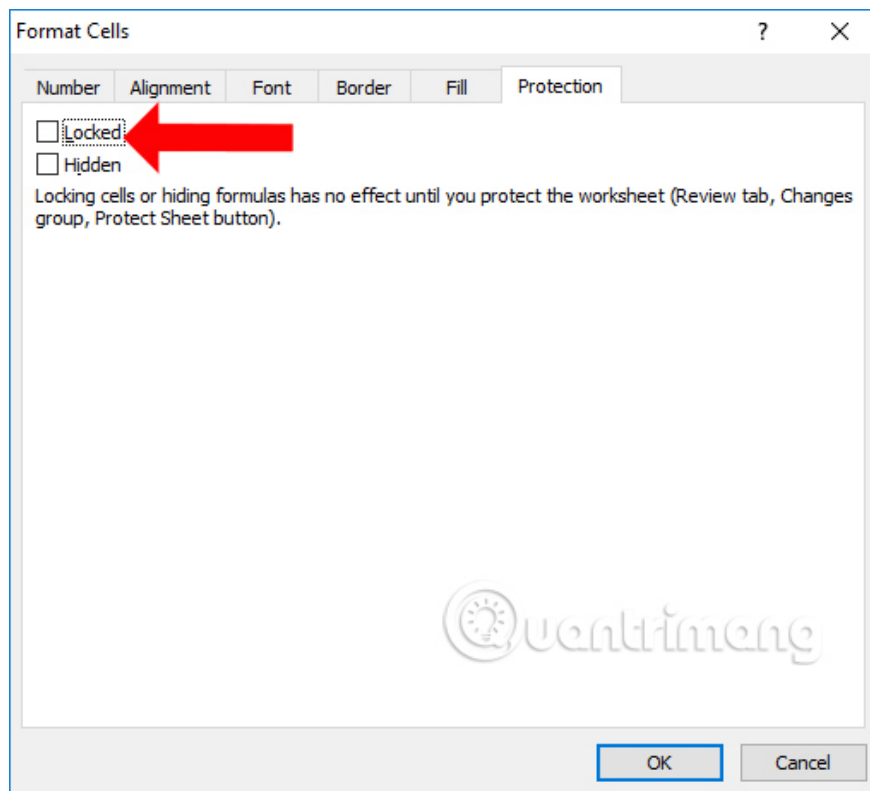
Step 1:

Open the Excel file with the formula to lock the recipe. Select the entire spreadsheet and then click on the **Home** tab , select **Format** and click **Format Cells** .



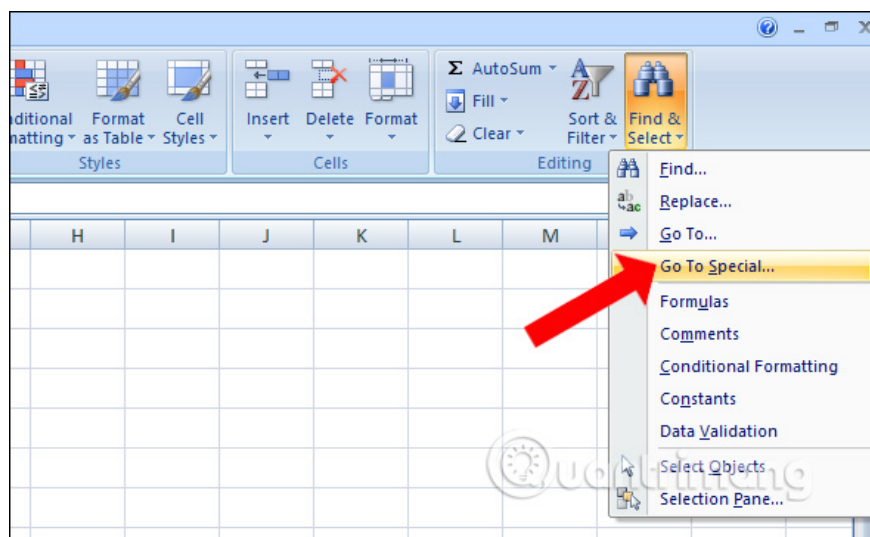
Step 2:

The Format Cells dialog box appears, click on the **Protection** tab, and **uncheck the Locked option** below. Click OK to save.



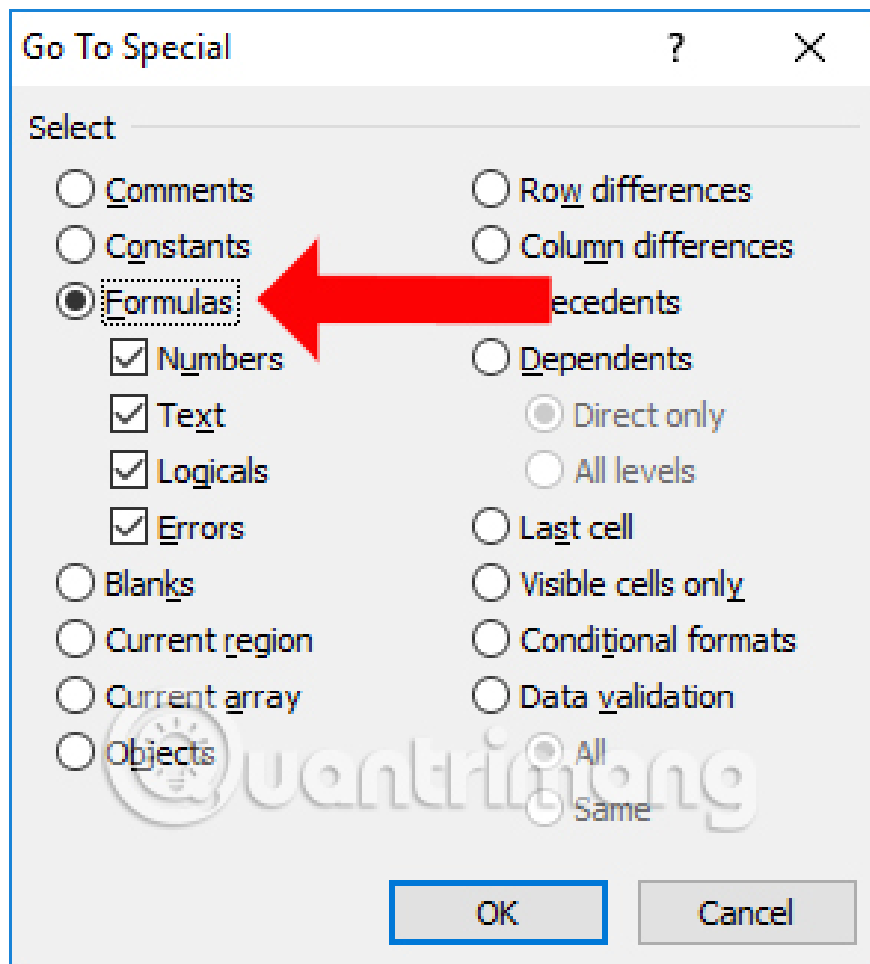
Step 3:

Go back to the worksheet to mouse in any box, click on the **Home** tab, then select **Find & Select** in the Editing group. Click on **Go to Special .** in the list that appears.



Step 4:

In the **Go To Special** dialog box, select **Formulas** and click **OK** to agree.

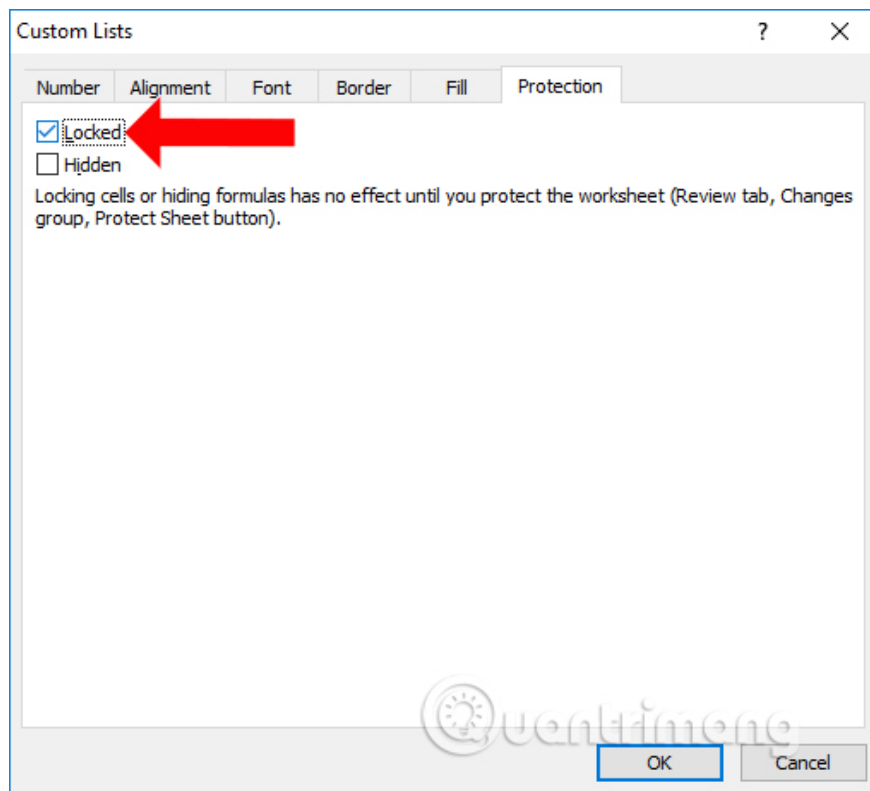


Now the cells with the formula on the Excel file will be marked as shown below.

MS02		MS02	500.000			
MS03		MS01	1.500.000			
MS04		MS04	500.000			
MS05		MS05	4.500.000			
Bảng 3						
Họ tên	Doanh thu					
Trần Thu H	1.500.000					
This cell contains a formula and is not locked to protect it from being changed inadvertently.						

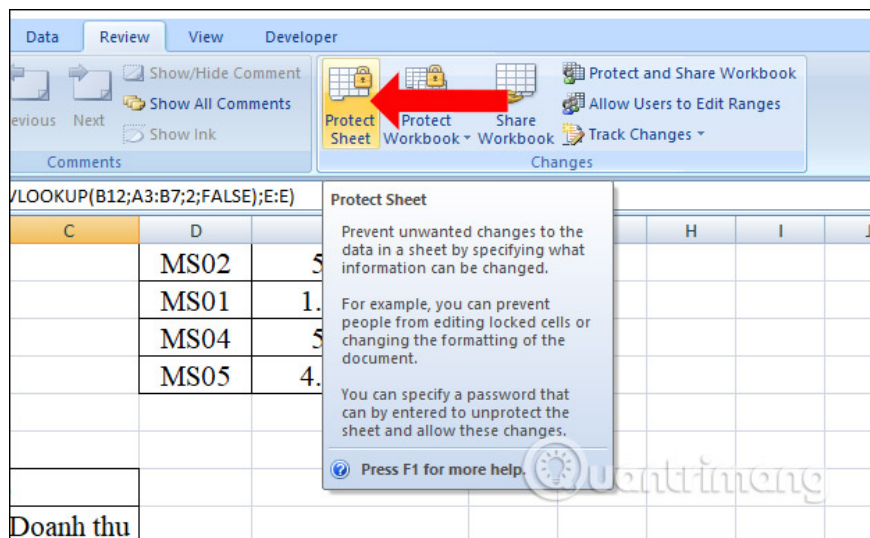
Step 5:

Keep the cells with the selected formula intact. Then click on the **Home tab** and then choose **Format to choose Format Cells** . In Format Cells, **select Locked** and then click OK.



Step 6:

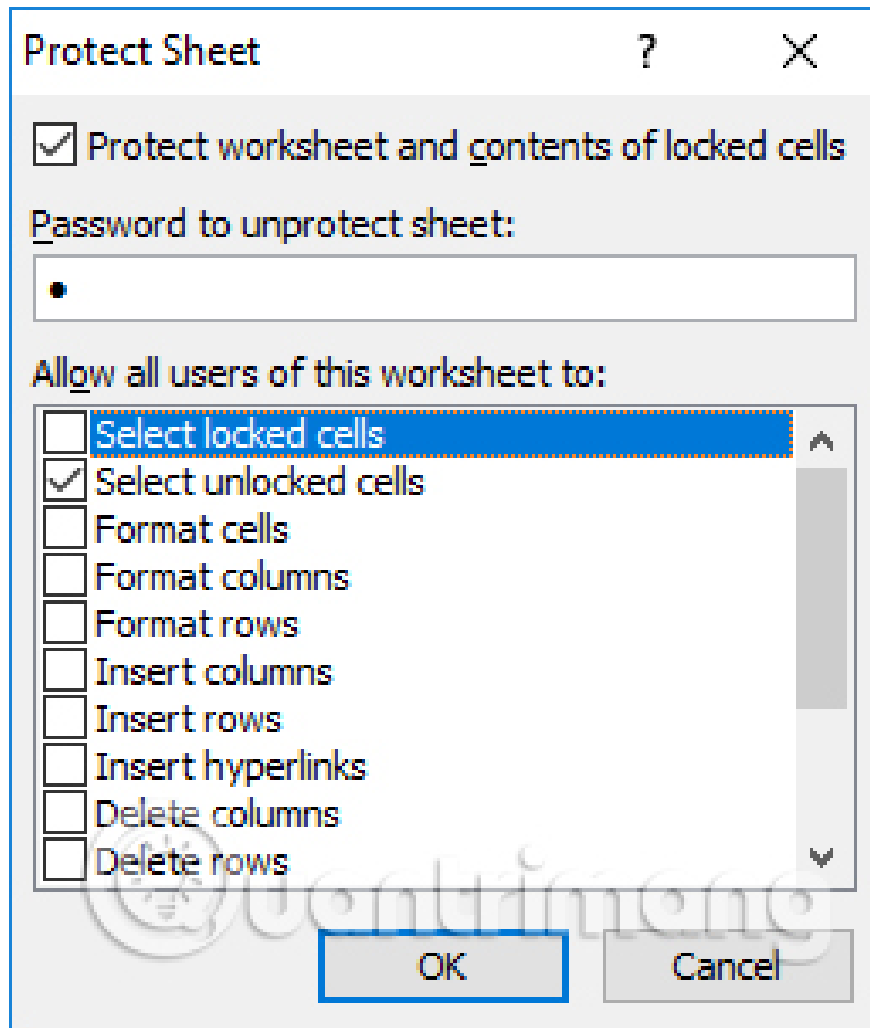
Click the **Review** tab, then click **Protect Sheet** .



In the Protect Sheet dialog box, we do the following:

1. Password to unprotect sheet: Set the password for the formula. This password will require entering if you want to remove the formula protection feature in Excel.
2. Select locked cells: Remove this option.

You will then be asked to re-enter the set password. Finally click OK to save.



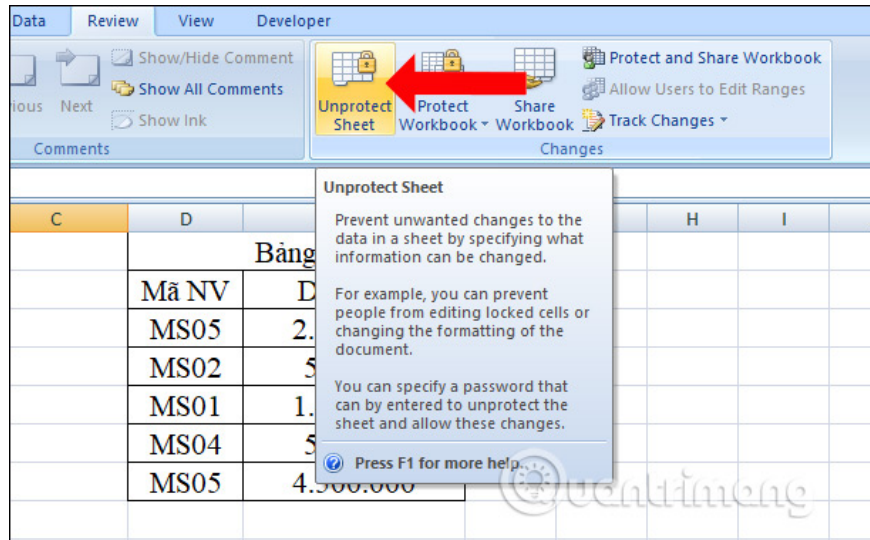
When you return to the table, you will not see the formula icon in the formula cell as before. When clicking on the box does not show the formula used. Others will not be able to know and edit that recipe. Areas outside the formula can still be customized as usual.

A	B	C	D	E
hi Thanh Lan	MS05		MS05	4.500.000
		Bảng 3		
	Họ tên	Doanh thu		
	Trần Thu Hà	1.500.000		

2. How to unblock Excel formulas

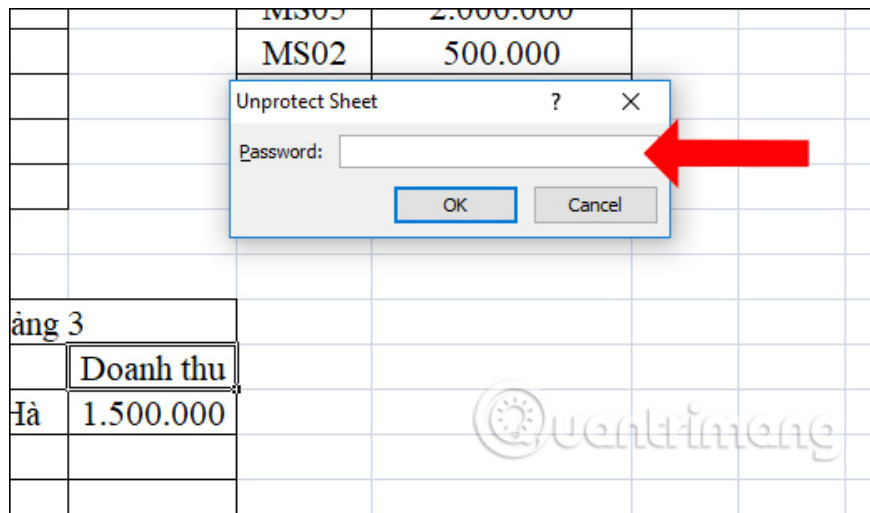
Step 1:

To remove the formula lock feature in Excel click on the **Review** tab and then select **Unprotect Sheet** .



Step 2:

Enter the correct **formula password** that the user has set up before. Click OK.



Finally, the data box uses the formula that appears again and when you click on that box, the formula will appear.

A	B	C	D	E
Thanh Lan	MS05		MS05	4.500.000
	Bảng 3			
	Họ tên	Doanh thu		
	Trần Thu Hà	1.500.000		

A great way to protect certain content on Excel files, but other content can still be edited as usual. When placing an Excel formula lock, viewers cannot click on the formula box and edit. This will limit the status of editing and deleting formulas on Excel.

See more:

1. How to prevent others from copying and editing Word files
2. How to set a password for a PDF file?
3. 10 ways to recover corrupted Excel files

I wish you all success!

You finished reading the article "**How to lock formulas in 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.