

How to use different currency symbols in specific Excel cells

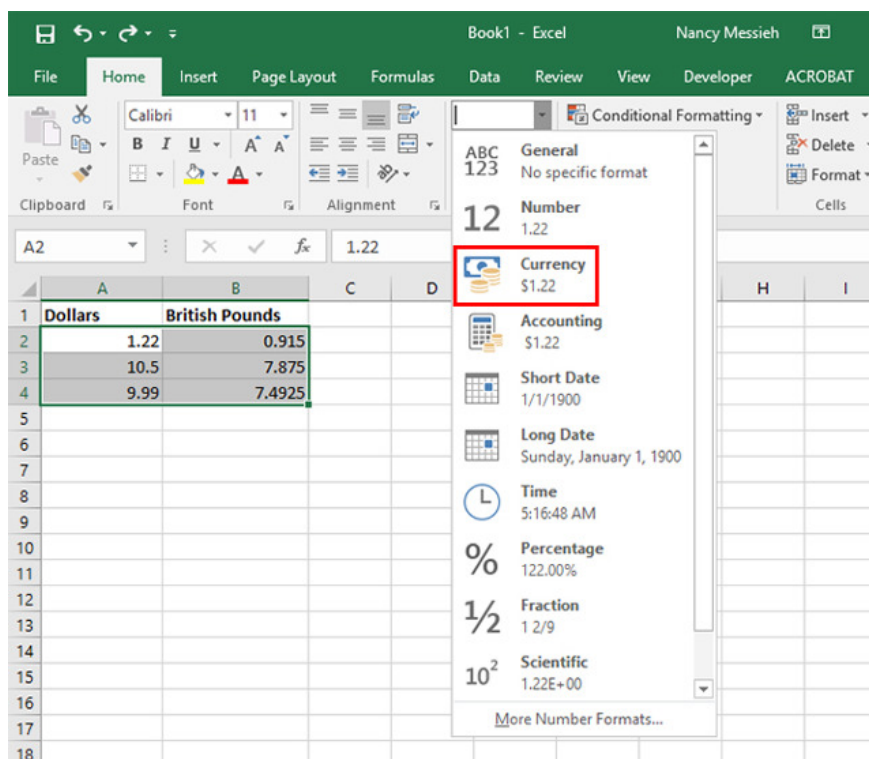
Excel is a great tool for budgeting and if you regularly travel or use a number of different currencies, there is an easy way to handle different currencies in a spreadsheet. . Here are the steps.

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1. These are the most basic functions in Excel that you need to understand

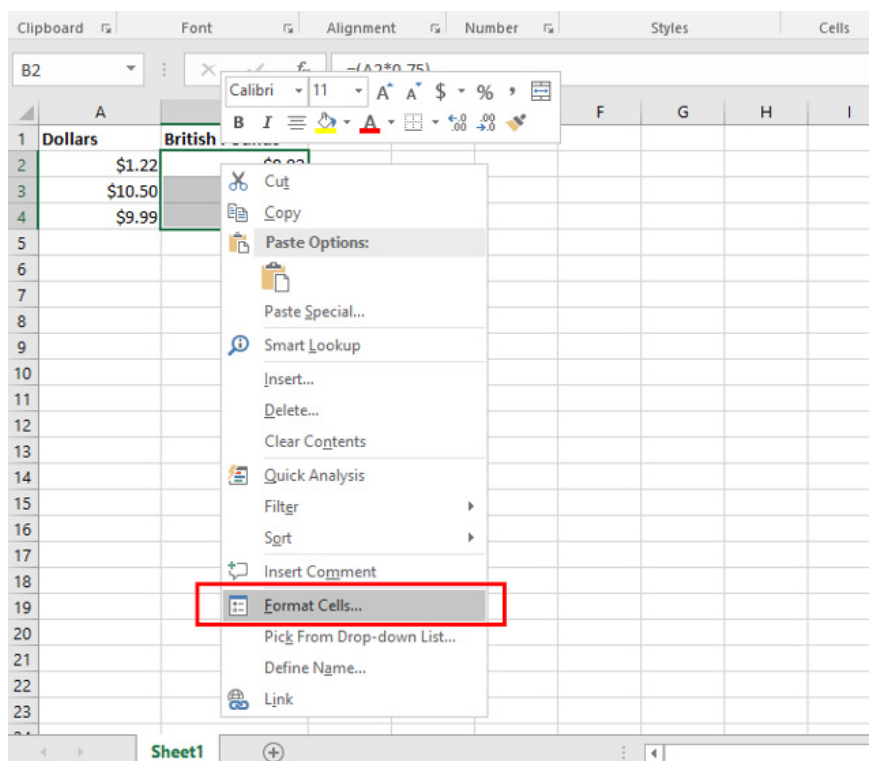
Step 1

After entering the data, make sure that Excel identifies the cells as currency units. Select the box and on the **Number** section in the **Home** tab, select **Currency** from the drop-down menu.



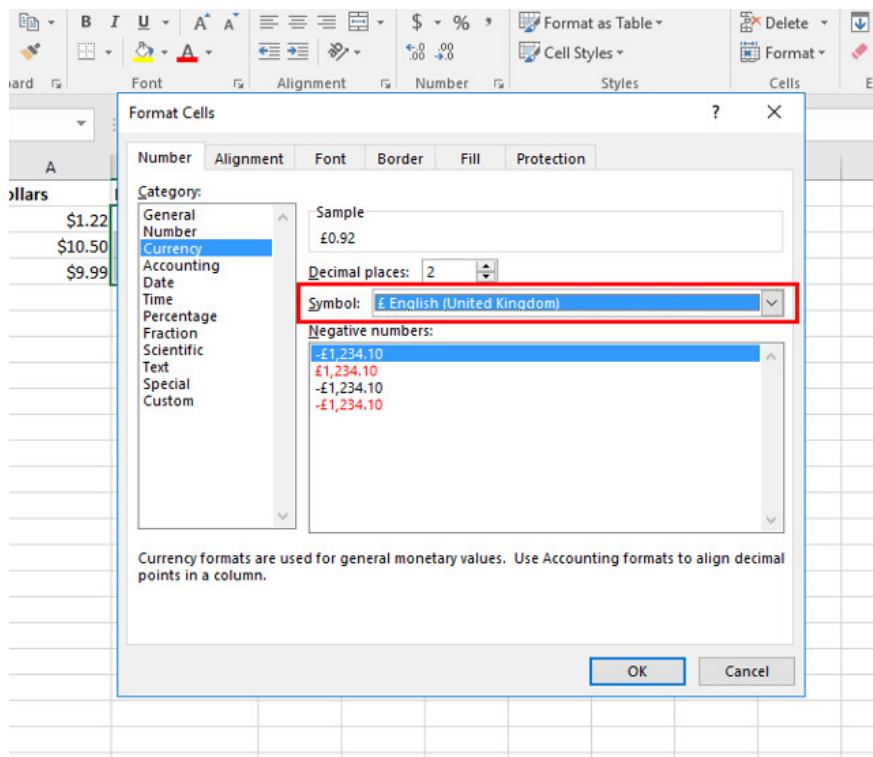
Step 2

All metrics will now be labeled with the default currency, in the example of dollars. Select the cells you want to change currency, right-click on the cell and select **Format cells** .



Step 3

A window opens, select **Currency** on the **Number** tab. You will then see the currency units from the **Symbol** pull-down menu , select the currency you want to use. Alternatively, you can also change the standard two decimal places here.



Now you will see different currency icons in the same Excel table:

	A	B	C	D	E	F	G	H	I
1	Dollars	British Pounds							
2	\$1.22	£0.92							
3	\$10.50	£7.88							
4	\$9.99	£7.49							
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I wish you all success!

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