

# Microsoft Excel Number Formats

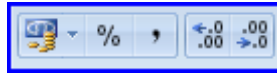


## Number Formats

Excel uses standard settings for displaying numbers, which removes trailing zeros and does not include commas after thousands.

From the **Home** tab you will find the following formatting icons.

**Accounting number format:**  
Formats the cell entry to two decimal places with the relevant currency maker (euro, dollar, pounds).



**Percentage Style:** Displays the value of the cell as a percentage.

**Comma Style:** Formats the cell to two decimal places, and displays commas after thousands.

**Increase Decimal Places:** Show more precise values by showing more decimal places.

**Decrease Decimal Places:** Shows less precise values by showing fewer decimal places.