



Module 33: Insert Serial Number Automatically

33.1 Insert Serial Number Automatically

You can use Excel to automatically assign serial numbers when creating a new field in Excel.

This is done by using a combination of the IF and ISBLANK functions.

First off, use an ISBLANK formula to establish whether a cell is empty and then an IF formula to automatically create a serial number for that field if it is. This formula will always use the data in the cell above, with an addition of one, to create a new serial number. This way you will always have an incremental increase in your serial numbers.

The formula is written as: **=IF(ISBLANK(value)," ",value_if_false+1)**

Value - This is the cell you want to check for data.

If it is blank it should stay blank.

Value_if_false - this is the cell you wish to select if there is data in our value cell. This is the serial number in the row above +1.

33.2 Video Instruction

Insert Serial Number Automatically in Excel - 2m 22s

33.3 Task

Estimated Time: 10 minutes Download the worksheet that accompanies this video by clicking below. Once downloaded, follow the video above and you will see how to automatically insert a serial number.

[Download Worksheet](#)

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