



**Software · Training · Support**

**Question:** I have a list of inventory in my worksheet, is there a way of finding duplicate cells without having to manually sort and check each cell?

You can find duplicates using the COUNTIF function.

**Here is how you can do it:**

`=COUNTIF($A:$A,$A3)>1`

`=COUNTIF(column with duplicates, first cell in column)>1`

The CountIF will return a Yes or a No to a question: the question in this instance is whether the number of times the value in cell A3 is counted is greater than 1. If it is, then it'll return Yes, otherwise False.

**Tip 2:** When making cells fixed in a formula, if you press **F4 twice**, it will make the **row** fixed. If you press **F4 three times**, it will just make the **column** fixed.