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This printable document is available as editable excel/pdf/jpg template. Customize this annual calendar template in Microsoft Word /Excel using our calendar customization tool. This Microsoft Excel spreadsheet template is compatible with Google Sheets, OpenOffice Calc, and LibreOffice applications. • Excel Calendar 2020 - free download printable annual and monthly Excel calendar 2020 templates with US federal holidays, room for notes. • All free calendars are available in XLS (for MS Excel 2003) and XLSX (for MS Excel 2007, 2010, 2013, 2016...). • XLS, XLSX version: just download Excel Calendar 2020, open it in MS Excel, Google Sheets or any other word processing app that is compatible with MS Excel. Xls, XLSX file format. This MS Excel calendar format can be edited and add your own events, notes, appointment, and printing. » Previous year: Excel Calendar 2019 » Next year: Excel Calendar 2021 Your comment Download 2020 Excel Calendar Template and create your own personal calendars in Excel. The calendar template can be used to create calendars for any year. You can choose from 20 different calendar designs, including annual (annual), monthly, weekly, and daily calendars. All in one file, free to download. This Excel template is designed for Microsoft Excel, but if you're looking for a Google Sheet template, go to 2020 Calendar in Google Sheets. 2020 Calendar Template - Monthly - January 2020TOPICSWe will discuss the following topics in this post. Features of 2020 Calendar templateHow to download this template for free? Instructions on how to use template20 Calendar design - their featuresTips to further customize the templateFEATURES OF 2020 CALENDAR EXCEL TEMPLATE Customize calendars by selecting year, start month and start day of the week. Enter Holidays and Personal Events to be displayed on CalendarsAutomatic creates 20 Calendar designs (since this is 2020 ☺) 12 (of the 20) designs automatically list holidays and events2 (of the 20) design allows writing events directly on the calendarAll 20 designs are ready to be printed. Can be exported to PDF as well. Easy to change formatting (font size, font, text colors, fill colors)DOWNLOAD 2020 CALENDAR TEMPLATE2020 Calendar Excel template2020 Calendar Excel template with Sample DataVIDEO DEMOWatch On YouTubeHOW TO USE STEP TEMPLATES Basic SettingsChoose WeekendsEnter HolidaysEnter your personal or business EventsPick a calendar designPrint or export the calendar to PDFNow, let us see each step in detail. Step 1: Set Basic Settings Settings For Basic Settings - 2020 Excel Calendar TemplateEnter the year you want to build the calendar for. I designed it so that you can enter a year and the calendar will still work. ☺Ved beginning the year in January. However, you can change it so that you can start the calendar with any month. Change Change Calendar month By default, the calendar shows weeks that start on Sundays. However, you can change it to start with any day of the week. Start the week from any dayWe can give a name to our calendar and the name automatically appears on some of the calendar designs. Step 2: Select Weekends Select WeekenderCalendars show weekend days with red colored font. You can change the weekends as needed for your purpose. In the picture above, I have chosen Saturday and Sunday as weekends. Then all Saturdays and Sundays will be shown in red writing in the calendars. Step 3: Enter the holidaysster the list of holidays for your business or business in the Holidays table. Enter holidays for 2020 CalendarI have given a list of holidays in the United States and India as a reference. Please see holidays sheet. I used Excel tables for user input. If you're new to Excel tables, see my article on How to use Excel tables for data entry? Step 4: Enter your personal events or company eventsSTemplate allows the user to enter events in addition to holidays to appear in the calendars. Enter events to appear in calendarIf you use this template for personal calendar, you can enter your personal events, as I have done in the above image. If you need to create a calendar for your business, enter company events for 2020 in the Events table. Step 5: Choose a calendar design from the 20 designsBased on input in the previous 4 steps, the template builds the calendar design automatically. The 2020 calendar template offers 20 different calendar designs to choose from. In pick a calendar sheet, we can see the 20 designs. 20 Calendar Design in 2020 Excel Calendar TemplateJust click on any design on and you will be taken to the corresponding calendar sheet. You can also go directly to one of the sheets named 1 to 20. 20 Calendar Sheets Note: If you change the sheet names on the calendars, links on the Select a Calendar sheet will not work. Step 6: Print the calendar or export to PDFExcel's default print menu and Export Settings settings as normal. If you're not familiar, that's not a problem. I explain them in detail with screenshots towards the end of this post.20 CALENDAR DESIGNSLet's look at each of the 19 calendar designs. 2020 Calendar DesignCalendar Design 11 Page 12 months - 4 X 3 2020 Calendar Design 1 - 1 Page 12 months - 4 X 3This design prints all year in 1 page. The 12 months are displayed in 4 rows X 3 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names are not specified in this design. There is a place where you can enter any notes at the bottom of the page. When both Event and Vacation fall on the same day, the Event is prioritized and the event color is displayed. Calendar Design 21 12 months - 3 X 4 2020 Calendar Design 2 - 1 Page 12 months - 3 X 4This design prints all year in 1 page. The 12 months are in 3 rows X 4 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names are not specified in this design. There is a place where you can enter any notes at the bottom of the page. Calendar Design 31 Page 12 months - 2 X 6 with Events 2020 Calendar Design 3 - 1 Page 12 months - 2 X 6This design prints all year in 1 page. The 12 months are displayed in 2 rows X 6 columns. Holidays, events, and weekends are highlighted in the calendar.20 Holiday names and 20 event names are listed in this design. Calendar Design 41 Page 12 months - 6 X 2 with Events 2020 Calendar Design 4 - 1 Page 12 months - 6 X 2This design prints all year in 1 page. The 12 months are displayed in 6 rows X 2 columns. Holidays, events, and weekends are highlighted in the calendar.20 Holiday names and 30 event names are listed in this design. Calendar Design 51 Page 12 months - 12 X 42 with Events 2020 Calendar Design 5 - 1 Page 12 months - 12 X 42 with EventsThis design prints all year in 1 page. The 12 months are displayed in 12 rows X 42 columns. Holidays, events, and weekends are highlighted in the calendar.10 Holiday names and 20 event names are listed in this design. Calendar Design 61 Page 12 months - 12 X 31 with Events 2020 Calendar Design 6 - 1 Page 12 months - 12 X 31 with EventsThis design prints throughout the year on 1 page. The 12 months are displayed in 12 rows X 31 columns. Holidays, events, and weekends are highlighted in the calendar.10 Holiday names and 20 event names are listed in this design. Calendar Design 76 pages - Planner 2020 Calendar Design 7 - 6 pages - PlannerThis design prints all year in 6 pages. The 12 months are displayed in 31 rows X 12 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names are not specified in this design. Write notes directly next to each date in the calendar. Calendar Design 81 Page - 54 weeks - with Events 2020 Calendar Design 8 - 1 page - 54 weeks - with EventsThis design prints all year in 1 page. The 12 months appear in 54 rows X 7 columns. Holidays and events are not highlighted in the calendar.20 Holiday names and 30 event names are listed in this design. Calendar Design 912 Pages - Monthly 2020 Calendar Template - Monthly - January 2020This design prints all year in 12 pages. The 12 months appear as one month on each page and each month as 6 rows of X 7 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names are not specified in this design. Calendar Design 106 Pages - with Events 2020 Calendar Design 10 - 6 pages with events This design prints throughout the year in 6 pages. The 12 months appear as 2 months on each page and each month as 6 rows X 7 columns. Holidays, events, and weekends are highlighted in the calendar.10 Holiday names 10 Event names appear for each month in this design. Calendar Design 114 pages - with Events 2020 Calendar Design 11 - 4 pages with EventsThis design prints all year in 4 pages. The 12 months appear as 3 months on each page and each month as 6 rows of X 7 columns. Holidays, events, and weekends are highlighted in the calendar.5 Holiday names and 5 event names appear for each month in this design. Calendar Design 123 pages - 4 months on each page 2020 Calendar Design 12 - 3 pages with EventsThis design prints all year in 3 pages. The 12 months appear as 4 months on each page and each month as 6 rows X 7 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names are not specified in this design. Calendar Design 132 pages - 6 months on each page 2020 Calendar Design 13 - 2 pages - 6 months eachThis design prints all year in 2 pages. The 12 months appear as 6 months on each page and each month as 6 rows X 7 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names are not specified in this design. Calendar Design 1412 Pages - Monthly - with Events 2020 Calendar Design 14 - 12 pages with EventsThis design prints all year in 12 pages. The 12 months appear as 1 month on each page and each month as 6 rows X 7 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names appear for each month in this design. Calendar Design 1512 Pages - Monthly - Type Events 2020 Calendar Design 15 - 12 pages - Write your eventsThis design prints throughout the year in 12 pages. The 12 months appear as 1 month on each page and each month as 6 rows X 7 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names will not appear for each month in this design. Type text just below any date directly on Calendar.Calendar Design 1612 Pages - Picture Calendar 2020 Calendar Design 16 - Picture calendarThis design prints the entire year at 12 pages. The 12 months appear as 1 month on each page and each month as 6 rows X 7 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names will not appear for each month in this design. Right-click the image and change the picture for each month. Choose between computer file or online Change picture in picture calendar Choose from file on computer or onlineCalendar Design 1712 Pages - Quotes Calendar 2020 Calendar Design 17 – Quotes CalendarThis design prints throughout the year at 12 pages. The 12 months appear as 1 month on each page and each month as 6 rows X 7 columns. Holidays, events, and weekends are highlighted in the calendar. Holiday names and event names are not specified in this design. Click placeholder text and type a text for Month. Create your own custom calendar with offers. Calendar Design 181 Page - Weekly Calendar 2020 Calendar Design 18 - Weekly CalendarThis design prints a week in 1 page. Type the start date of the week to generate a weekly calendar for any week. Weekends are highlighted in the calendar. Holiday names and event names are specified in this design. Up to 10 events a day and up to 5 holidays a day. Calendar Design 19 (Daily Calendar)1 Page - Daily Calendar 2020 Calendar Design 19 - Daily Agenda CalendarThis design prints a day in 1 page. Type the date to generate a daily calendar for that date. Weekends are highlighted in the calendar. Holiday names and event names are specified in this design. Up to 20 events a day and up to 5 public holidays a day. Calendar Design 20 (two year calendar)1 Page - 2 year calendar 2020 Calendar Design 20 - Two years calendarThis design prints a day in 1 page. Screens 2 yearsWeekends are highlighted in the calendar. Holidays and events are highlighted. Holiday names and event names are not specified in this design. TIPS FOR CUSTOMIZING THE 2020 CALENDAR TEMPLATE1. To change formatting (colors/fonts/borders)? One of the common reasons for making changes would be to change the formatting of the calendar. I'm sure you can have your personal favorites when it comes to colors and fonts. The template is designed so that you can make these changes yourself without negatively affecting the functionality of the calendar. Select Cells to change formatting Select cells to change formattingFor example, in the image above, I have selected the 2 months (January & February). On the Home ribbon, you can see the Font section (as shown below). To change calendar formatting (font, font size, font color, border, bold, ital) We can change the font, font size, font color, fill color, borders, and also apply bold and italic format. Some of the cantine settings require that the sheet is not protected. We'll see how we can unprotect later in this post. A few things to note here: If you change the font color, the dates color will change except for weekends. Weekends are set up to show with red color. If you change the fill color, you'll notice that the days of holidays and events dont change. Holidays and events are created separately with their own colors. I would now like to explain how both of the above points can also be dealt with.2. How to change event and holiday colors? Events and holidays are automatically colored in the calendar using conditional formatting. As with everything else with this template, it's easy to change them too. First, on the Home ribbon, click the Conditional Formatting menu, and choose Manage Rules. Open Conditional Formatting MenuThe next dialog box shows the 3 rules we've used in this worksheet. Make sure that 'This worksheet' at the top. Three conditional formatting rules for weekends and and can change each of the rules separately. Simply click one of the rules and then click the 'Edit Rule' button. In this example, I clicked the 'Events' rule. Conditional Formatting - Edit the format of a ruleClick the Format button. It opens the next dialog box. Conditional Formatting - Change the format of the Events Dates cellsWe can change the fill color not only, but also in number format, font, and border. For this tutorial, I have just highlighted where you can change the background fill color. You can select one of the default colors or click the 'More Colors' button to select any color from the spectrum. In the dialog box, click OK, and then open dialog boxes. Then you should see the changes applied to the entire calendar sheet. Save the file to save your changes.3. How to change the order in which events/holidays appear in the calendar? Some of the calendar designs show the names of events and holidays in the calendar. They are designed to appear in the same order as they were listed in the Holidays and Events tables on the Settings sheet. If you had entered them in a random order in the tables, then you could easily sort them. For example, click <a0></a0> . A menu appears where you can select 'Sort Oldest to Newest'. Sort events by dates in the Events tableIt will sort the Events table with dates in ascending order. You can apply the same technique to the Holidays table.4. How to change the date format for events and holidays? I've used the MMM-DD date format (for example, <a0></a0> or <a1></a1> ). I usually try to show the month in text instead of numbers as I understand that there are differences in formats used by different countries. 1/10 could be interpreted as January 10 or October 1, depending on which country you live in. However, you can easily change it to any format to suit your needs. Simply select the cells where you want to apply the change. Then press Ctrl+1 to open the Format Cells dialog box. Change date formats by using the Format Cells optionYou can type your own custom format or click 'Date' in the list on the left. You can then choose from the default date formats. Select one from the default date formats5. How to unprotect (lock) sheet? All the customizations mentioned above can be made without removing the protection of any sheets. If you plan to make more changes and you see that you're not able to, you can remove the protection by using indzara as your password. For more details, please see my article on how to remove the protection sheet. Remember to protect the sheets again to prevent accidental editing of formulas.6. How to print calendars? To print, press Ctrl+P or find the Print option on the File menu. Open Print Options with Ctrl PSince template is preset for printing calendars, you can quickly review the calendar as an example, and then click Print to you only need to print a subset of pages, enter the page number area.7. How to export calendar to PDF? To export to PDF, choose Export from the File menu, and then click Create PDF/XPS. Export calendars as PDFI the following dialog box,Select the location on your computer where you want to save the PDF. Give a meaningful name to PDFIf you need to control which pages are exported to PDF, click Settings. Select specific page numbers you want to export, and click OK. Click Publish to publish PDF. RECOMMENDED TEMPLATE Event Calendar Maker - Product logoAdditional Features in Event Calendar Maker12 Frequency Types (automatically generate recurring events)Categorize events in 12 Event typesSelect from 15 colors to highlight7 Calendar Designs (2 annually, 3 Monthly, weekly and daily calendars)Works for all year300 events and 1200 instancesControl which events you'd like to show by disabling eventsControl order of priority eventsSwitch Off Non-working days easilyIf you find the template useful, you can share with your friends. Leave a comment below to let me know your feedback. Thanks. Have a wonderful 2020. 2020.

