

Google Spreadsheet. how to protect specific column?

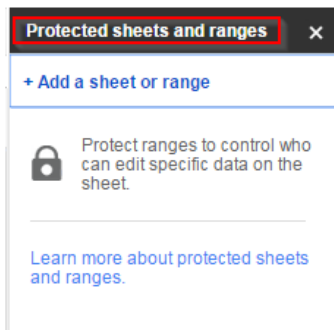
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Protect Specific Column

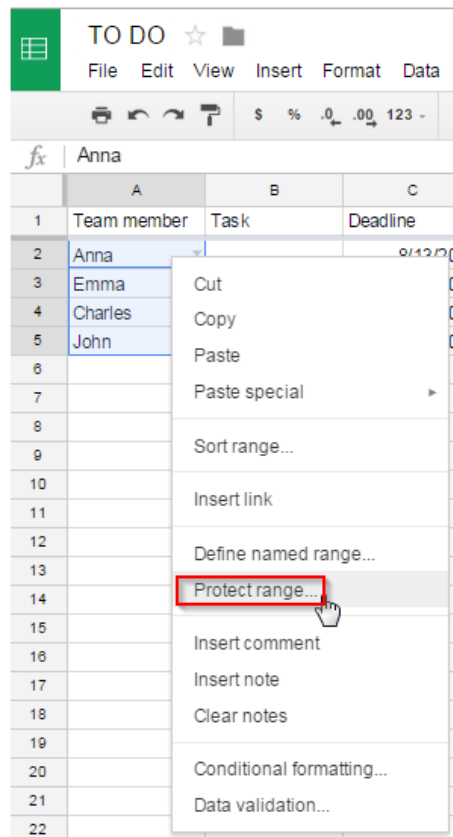
In order to ensure that only the team leader sets task deadlines, you can protect your data by adding access permission:

Select the range of cells and click the **Data** menu.

From the menu, choose **Named and protected ranges**. A side panel will open.

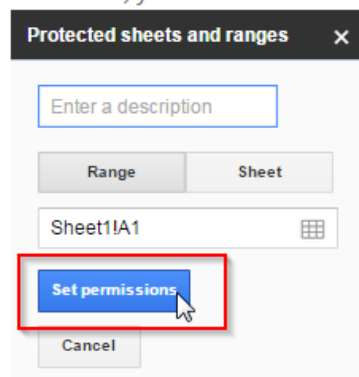


You can also access this side panel by right-clicking on the selected cells and selecting **Name and protect range...**



Here, you can define and name the range to make it easy to read and remember.

After that, you can check the **Protect** check-box and **click Done**.



This will open a **dialog box** that lists your document collaborators and their access settings.

To prevent your collaborators from modifying the deadline, click on the drop-down menu and select **Can view** option.

Click **Save changes**.

