

Clipboard: Undo, Paste, Copy, Cut, Insert, Undo, Paste, Copy, Cut, Insert

Font: Calibri, 11, Bold, Italic, Underline, Paragraph, Font Color, Background Color

Alignment: Left, Center, Right, Justify, Merge & Center, Wrap Text

Number: General, Currency, Percentage, Comma, Thousands Separator, Increase Decimal, Decrease Decimal

Styles: Conditional Formatting, Format as Table, Cell Styles

Cells: Insert, Delete, Format

Editing: AutoSum, Fill, Clear, Sort & Filter, Find & Select, Analyze Data

S32

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
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Hello, and welcome to Mark's Excel Tips. Today, we are going to show you how to easily expand all columns in Excel at once. Let's get started.

The ribbon includes the following groups and icons:

- Clipboard:** Undo, Paste, Copy, Paste as Pictures, Paste and Match Source Formatting.
- Font:** Font face (Calibri), size (11), Bold (B), Italic (I), Underline (U), Text color (A), Background color (fill), Font color (underline A).
- Alignment:** Text alignment (left, center, right), Orientation (vertical), Merge & Center, Wrap Text.
- Number:** Number format (General), Currency (\$), Percentage (%), Thousands separator (comma), Increase decimal places (←.00), Decrease decimal places (→.00).
- Styles:** Conditional Formatting, Format as Table, Cell Styles.
- Cells:** Insert, Delete, Format.
- Editing:** AutoSum, Fill, Clear, Sort & Filter, Find & Select.
- Analysis:** Analyze Data.

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We have put some data into this worksheet, and it doesn't fit into the cells properly. We want to expand all of the columns, so the data fits into each cell.



Undo Clipboard Font Alignment Number Styles Cells Editing Analysis

Calibri 11 A A Wrap Text Merge & Center General Conditional Formatting Format as Table Cell Styles Insert Delete Format AutoSum Fill Clear Sort & Filter Find & Select Analyze Data

A1 HOW TO EXPAND ALL COLUMNS AT ONCE

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To do this, highlight all of the columns that contain your data

Undo Paste Clipboard Font Alignment Number Styles Cells Editing Analysis

A1 HOW TO EXPAND ALL COLUMNS AT ONCE

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Place your cursor on one of the gridlines, that separates the columns that contain your data, and double click.

	A	B	C	D	E	F	G	H
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This will expand all of your columns so that your data fits within each cell.

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