

Clipboard: Undo, Paste, Copy, Cut, Paste with formatting, Paste as plain text, Paste as picture, Paste as picture with text.

Font: Calibri, 11, Bold, Italic, Underline, Text color, Background color, Font color.

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

Number: General, Currency, Percentage, Thousands separator, Increase decimal places, Decrease decimal places.

Styles: Conditional Formatting, Format as Table, Cell Styles.

Cells: Insert, Delete, Format.

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

K5

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Hello, and welcome to Mark's Excel Tips. Today, we are going to show you how to easily and quickly add today's date to any cell. Let's get started.

Undo Clipboard Font Alignment Number Styles Cells Editing Analysis

Calibri 11 A A Wrap Text Merge & Center Date \$ % , .00 .00 Conditional Formatting Format as Table Cell Styles Insert Delete Format AutoSum Fill Clear Sort & Filter Find & Select Analyze Data

A2

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First, click on the cell that you would like to add today's date to.

AutoSave On How to insert todays date in excel • Saving... Search (Alt+Q) Mark Neustedt MN

File Home Insert Page Layout Formulas Data Review View Developer Help

Comments Share

Undo Clipboard Font Alignment Number Styles Cells Editing Analysis

A2

A B C D E F G H I J K L M N O P Q R S T U V

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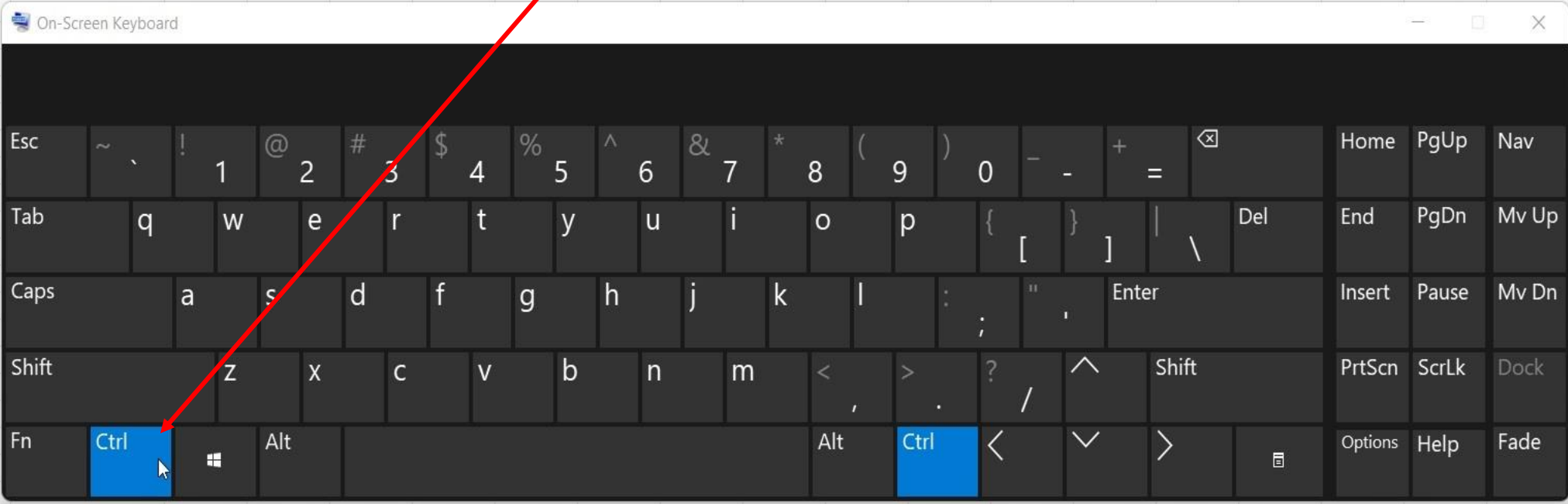
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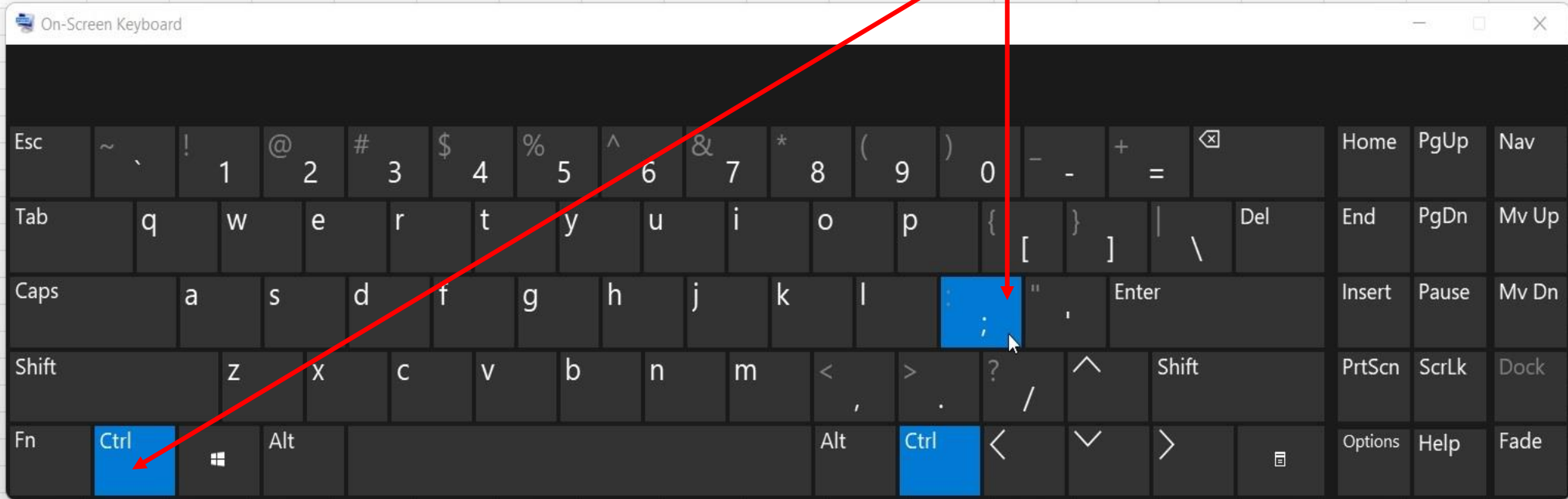
Next, on your keyboard click and hold the Control key.



A2 11/6/2022

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While holding the Control key, click the semicolon key and Excel will automatically add today date to your chosen cell.



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Comments Share

Undo Paste Font Alignment Number Styles Cells Editing Analysis

Calibri 11 A A Wrap Text Merge & Center Date \$ % ; .00 .00 Conditional Formatting Format as Table Cell Styles Insert Delete Format AutoSum Fill Clear Sort & Filter Find & Select Analyze Data

A2 11/6/2022

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
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Excel has automatically added today's date to your chosen cell.

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