

How can I concatenate values in Excel and preserve leading zeros?

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In order to concatenate values in Excel and preserve leading zeros, one must use the CONCATENATE function. This function allows for the combining of multiple values into a single cell while maintaining any leading zeros present in the original values. One must ensure that the cells containing the values to be concatenated are formatted as text in order for the leading zeros to be preserved. By using the CONCATENATE function and properly formatting the cells, one can successfully concatenate values in Excel without losing any leading zeros.

Excel: Concatenate Values and Keep Leading Zeros

You can use the following formula in Excel to concatenate values and keep leading zeros after the values have been concatenated:

```
=TEXT(A2,"0000") & B2
```

This particular formula concatenates the values in cells A2 and B2 and ensures that the value from cell A2 has as many leading zeros as necessary to make the length equal to four.

The following example shows how to use this formula in practice.

Example: Concatenate Values and Keep Leading Zeros in Excel

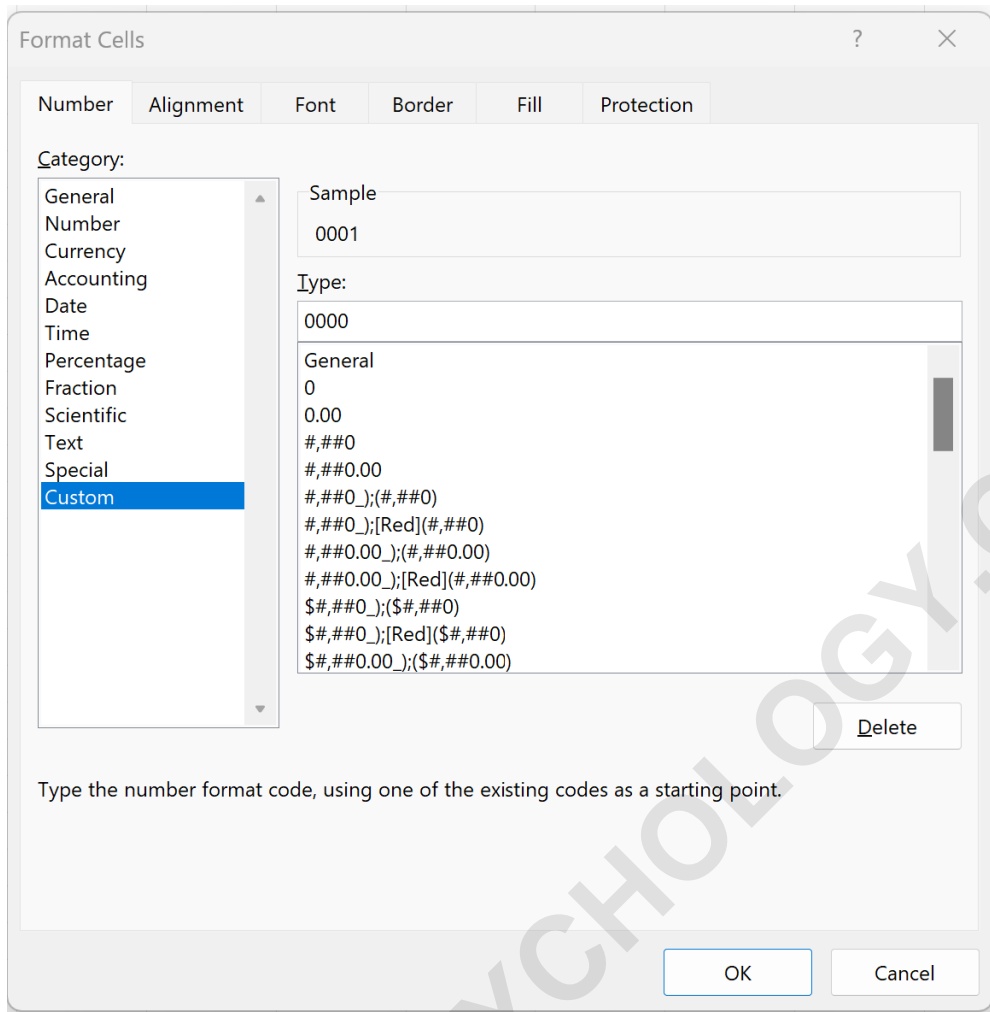
Suppose we have the following dataset in Excel that contains numeric values that represent the store number and employee ID number for various employees

at some company:

	A	B	C	D	E	F
1	Store	Employee ID				
2	0001	19				
3	0001	22				
4	0002	25				
5	0002	39				
6	0002	40				
7	0003	10				
8	0004	15				
9	0004	17				
10	0005	15				
11	0005	22				
12						
13						
14						
15						
16						
17						
18						

Note: If Excel automatically removes leading zeros when you type them in cells, simply highlight the cell range of interest and then click the tiny arrow in the bottom right corner of the Number group on the Home tab.

In the window that appears, click **Custom** in the **Category** list and type **0000** into the **Type** box, then click **OK**.



This will ensure that the leading zeros appear in the cells.

Suppose we attempt to use the CONCAT function to concatenate the values in cells A2 and B2:

=CONCAT(A2, B2)

The following screenshot shows how to use this

formula in practice:

	A	B	C	D	E
1	Store	Employee ID	Concatenate Values		
2	0001	19	119		
3	0001	22	122		
4	0002	25	225		
5	0002	39	239		
6	0002	40	240		
7	0003	10	310		
8	0004	15	415		
9	0004	17	417		
10	0005	15	515		
11	0005	22	522		
12					
13					
14					
15					
16					
17					
18					

By default, Excel will remove the leading zeros from the concatenated value.

To keep the leading zeros, we can use the following formula instead:

=TEXT(A2,"0000") & B2

We can type this formula into cell C2 and then click and

drag it down to each remaining cell in column C:

	A	B	C	D
1	Store	Employee ID	Concatenate Values	
2	0001	19	000119	
3	0001	22	000122	
4	0002	25	000225	
5	0002	39	000239	
6	0002	40	000240	
7	0003	10	000310	
8	0004	15	000415	
9	0004	17	000417	
10	0005	15	000515	
11	0005	22	000522	
12				
13				
14				
15				
16				
17				

Notice that the leading zeros are kept in the final concatenated value.

Note: Feel free to change the number of zeros used in the TEXT function if you have a different number of leading zeros you'd like to keep.

The following tutorials explain how to perform other common tasks in Excel: