

# How to Convert a Pivot Table to a Regular Table in Google Sheets

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The transformation of a pivot table back into a standard data structure--often referred to as a data table--is a common requirement when preparing summarized data for further processing or different types of analysis within Google Sheets. While pivot tables excel at aggregating large datasets, the resulting summarized structure is often unsuitable for exporting, advanced filtering, or complex formula application.

This process fundamentally involves extracting the underlying values from the summarized view and placing them into a flat, row-by-row format. Although advanced users might look for a true "Unpivot" function (which often requires scripting in some environments), the most straightforward and universally applicable method in Google Sheets involves utilizing the built-in copy and paste functionality, specifically the option to paste only the values. This method ensures that all calculated totals and groupings are converted into static, manageable figures.

By converting the summarized data from a pivot table into individual rows and columns, we effectively restore the dataset to a structure optimized for standard spreadsheet operations. This crucial step drastically improves flexibility for subsequent data analysis and manipulation tasks, offering a clean foundation for reporting.

## Google Sheets: Converting a Pivot Table to a Static Table

The following detailed, step-by-step example illustrates the precise procedure required to convert a dynamic Google Sheets pivot table into a static, ordinary data table.

### Establishing the Initial Dataset

Before demonstrating the conversion technique, we must first establish the raw data source and the corresponding pivot table. This example utilizes a simple sales tracking dataset, detailing transactions across three distinct store locations. The structure of the raw data is critical, as it serves as the foundation for the summarized table we intend to convert.

To begin, enter the following exemplary sales data into your Google Sheet. This data includes fields for the date, the product sold, the store location, and the quantity sold, providing adequate complexity for the subsequent pivot operation:

	A	B	C	D
1	<b>Store</b>	<b>Product</b>	<b>Quantity</b>	
2	A	Laptop	4	
3	A	TV	5	
4	A	TV	5	
5	A	Phone	9	
6	A	Phone	12	
7	B	Laptop	4	
8	B	Laptop	8	
9	B	TV	2	
10	B	Phone	10	
11	B	Phone	7	
12	C	TV	6	
13	C	TV	8	
14	C	Phone	2	
15	C	Laptop	5	
16	C	Laptop	4	
17				
18				

This raw data must be organized sequentially, typically spanning cells **A1** through **C16**, forming the basis upon which the summarization will occur. Proper data hygiene at this stage is essential for accurate results.

## Generating the Summarized Pivot Table

The next logical step is to create the summarized view that we intend to convert. A pivot table allows us to quickly aggregate data based on specific dimensions. To initiate this process, select the entire range of your raw data, specifically cells **A1:C16**. Navigate to the top menu ribbon, click the **Insert** tab, and then select **Pivot table**.

When prompted, select a designated location for the output, ideally a new sheet or an open area on the current sheet that does not overlap with the source data (for instance, starting at cell **E1**). Within the Pivot Table Editor panel, configure the table structure to achieve the desired summarization. For this demonstration, the setup must be:

**Rows:** Set the field to **Store**.

**Columns:** Set the field to **Product**.

**Values:** Set the field to **Quantity**, ensuring the summarization function is set to **SUM**.

This configuration produces a cross-tabulated summary, displaying the total quantity of each product sold at each store location, which clearly illustrates the summarized nature of the data:

	SUM of Quantity	Product			
Store	Laptop	Phone	TV	Grand Total	
A	4	21	10	35	
B	12	17	2	31	
C	9	2	14	25	
<b>Grand Total</b>	<b>25</b>	<b>40</b>	<b>26</b>	<b>91</b>	

### Executing the Conversion: Copying Values

The transformation from a dynamic, formula-driven pivot table structure to a static, usable data table is executed using the specialized 'Paste Values' operation. The key to this technique is ensuring that we copy only the resulting calculations, not the underlying formulas or structural dependencies of the pivot table itself.

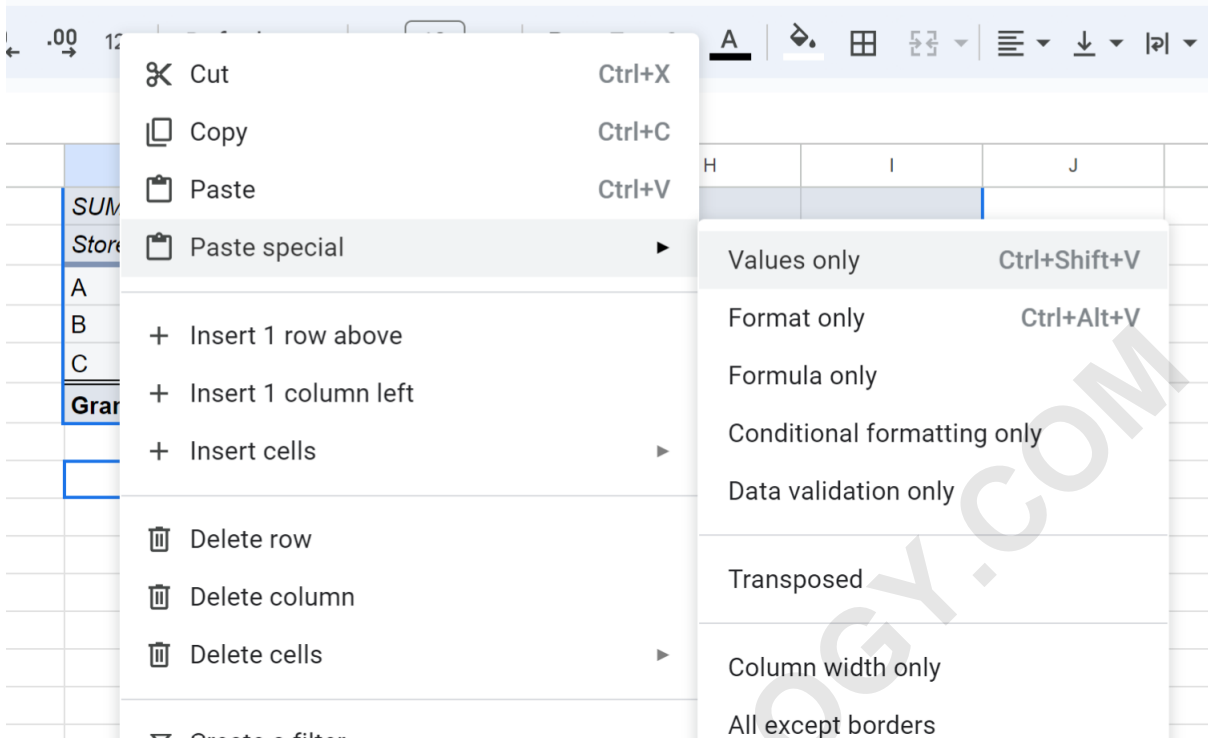
First, identify and select the entire range occupied by the pivot table. In our example, this corresponds to the range **E1:I6**. Once selected, execute the standard copy command by pressing **Ctrl+C** (or **Cmd+C** on macOS). This action temporarily stores the entire data structure, including hidden formulas and formatting, in the clipboard.

	E	F	G	H	I
<i>SUM of Quantity</i>	<i>Product</i>				
<i>Store</i>	Laptop	Phone	TV	Grand Total	
A	4	21	10	35	
B	12	17	2	31	
C	9	2	14	25	
<b>Grand Total</b>	<b>25</b>	<b>40</b>	<b>26</b>	<b>91</b>	

It is important at this juncture to understand that simply using a standard paste operation would often result in errors or unwanted links back to the original pivot calculation fields. We must therefore proceed to the crucial step of pasting only the static results, divorcing the output from its source aggregation method.

### Pasting the Data as Static Values

To finalize the conversion, locate the target cell where the new, regular table should begin. For instance, we will utilize cell **E8** to ensure separation from the original pivot table. Right-click on the chosen starting cell (**E8**) to bring up the context menu. Within the menu, hover over **Paste special** and select the option titled **Paste values only** (or simply **Paste Values**, depending on the [Google Sheets](#) interface version).



This specific pasting action strips away all underlying formulas, formatting, and pivot functionality, leaving behind a clean, rectangular block of data. The resulting table is now entirely independent of the source pivot table, making it robust against changes in the pivot configuration.

### Reviewing the Final Regular Table Structure

Upon completing the **Paste Values** operation, the numeric results and textual headers from the original pivot table are inserted starting at cell **E8**. This new output represents the converted data table, ready for subsequent processing. Crucially, if you examine any cell in this new range, you will find a static number rather than a complex array formula or pivot dependency, confirming the conversion's success.

	E	F	G	H	I	J
	<i>SUM of Quantity</i>	<i>Product</i>				
	<i>Store</i>	Laptop	Phone	TV	Grand Total	
A		4	21	10	35	
B		12	17	2	31	
C		9	2	14	25	
<b>Grand Total</b>		<b>25</b>	<b>40</b>	<b>26</b>	<b>91</b>	
	SUM of Quantity	Product				
	Store	Laptop	Phone	TV	Grand Total	
A		4	21	10	35	
B		12	17	2	31	
C		9	2	14	25	
Grand Total		25	40	26	91	

A key observation is the absence of the "fancy formatting" that is typically applied to pivot tables, such as alternating row colors or automatic bolding. This lack of formatting reinforces the fact that the result is a standard, malleable dataset that can be easily formatted or integrated into other reports, fulfilling the goal of making the data suitable for detailed data analysis outside the summarized view.

## Conclusion and Further Resources

Converting a dynamic pivot table into a static regular table is an essential skill for spreadsheet users who need to decouple data aggregation from presentation. By utilizing the simple yet powerful **Paste Values** feature in Google Sheets, you gain full control over the summarized data, enabling easier integration into dashboards, advanced formula applications, or exporting processes.

This method ensures data integrity while simplifying the dataset's structure, paving the way for more sophisticated data management strategies and downstream data analysis.

For those looking to expand their proficiency, the following resources cover other common data manipulation tasks within the Google Sheets environment:

How to use advanced filtering techniques.

Methods for combining data from multiple sheets.

Understanding the QUERY function for complex data extraction.

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