

# How can I delete cells in Excel?

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## RECOMMENDED CITATION

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To delete cells in Excel, select the cell or cells that you want to delete. Then, right click on the selected cells and choose "Delete" from the drop-down menu. You can also use the "Delete" button on your keyboard. This will shift the remaining cells to the left or up to fill the deleted space. Alternatively, you can use the "Clear" option under the "Home" tab to remove the contents of the selected cells without shifting the remaining cells. Additionally, you can use the "Insert" option to insert new cells in place of the deleted cells. It is important to note that deleting cells cannot be undone, so it is recommended to save your workbook before making any deletions.

## Excel Delete Cells

### Delete Cells

Cells can be deleted by selecting them, and pressing the delete button.

**Note:** The delete function will not delete the formatting of the cell, just the value inside of it.

Let's have a look at three examples.

#### Example 1

	A	B	C	D	E
1	Delete me				
2					
3					
4					

Pressing the delete button:

	A	B	C	D	E
1					
2					
3					
4					

#### Example 2

A1		fx		=1+1		
	<b>A</b>	B	C	D	E	
<b>1</b>	2					
2						
3						
4						

Pressing the delete button:

A1		fx				
	<b>A</b>	B	<b>C</b>	D	E	
<b>1</b>						
2						
3						
4						

### Example 3

With formatting:

A1		fx		Delete me		
	<b>A</b>	B	C	D	E	
<b>1</b>	Delete me					
2						
3						
4						

Pressing the delete button:

A1		fx				
	<b>A</b>	B	C	D	E	
<b>1</b>						
2						
3						
4						

Note that it only deletes the value in the cells, and not the formatting (the color).

**Note:** You will learn more about formatting, and how to style cells in a later chapter.

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