

# How do I delete a table in Excel, and what are some examples of how to do so?

Authored by  
**stats writer**

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## RECOMMENDED CITATION

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Deleting a table in Excel refers to the process of removing a structured range of data and its associated formatting. This can be done in multiple ways, depending on the version of Excel being used. One method is to select the entire table and press the "Delete" key on the keyboard. Another way is to right-click on the table and select "Delete" from the drop-down menu. In addition, users can also use the "Table Tools" tab and select "Delete" from the "Table" group. Some examples of how to delete a table in Excel include deleting a table by selecting a cell within the table and using the keyboard shortcut "Ctrl+L" or by using the "Remove Table" option in the "Table Design" tab. Furthermore, tables can also be deleted by converting them back to a range of cells and then deleting the cells as needed. Overall, deleting a table in Excel is a simple and straightforward process that can be accomplished using various methods.

## **Delete a Table in Excel (With Examples)**

**There are two common ways to delete a table in Excel:**

**Method 1: Delete Table Without Losing Data**

**Method 2: Delete Table Including Data**

**The following examples show how to use each method in practice with the following table in Excel:**

	A	B	C	D	E	F
1	Team	Points	Assists			
2	Mavs	24	4			
3	Heat	30	5			
4	Nets	25	5			
5	Warriors	29	6			
6	Lakers	14	4			
7	Hawks	18	7			
8	Kings	19	9			
9	Spurs	22	12			
10	Rockets	23	4			
11						
12						
13						
14						
15						
16						
17						
18						
19						

### Example 1: Delete Table Without Losing Data

To delete a table without actually deleting the data values, first click any cell in the table.

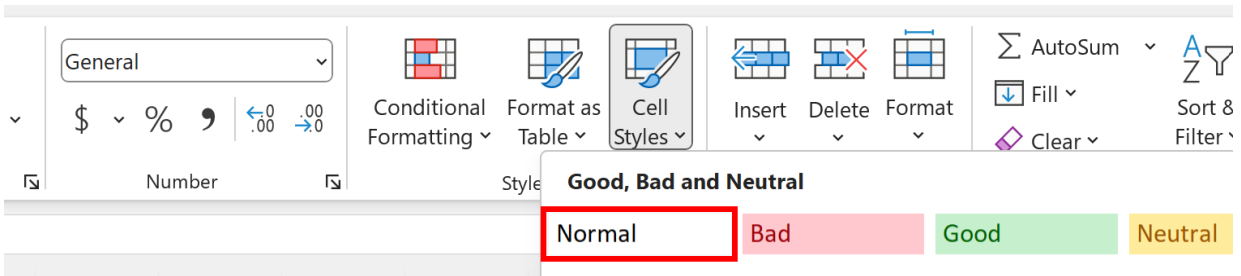
Next, click the Table Design tab along the top ribbon, then click the icon called Convert to Range within the Tools group:

The screenshot shows the Microsoft Excel interface with the **Table Design** ribbon selected. The **Tools** group contains the **Convert to Range** button, which is highlighted with a red rectangle. Below the ribbon, a table is visible in the worksheet. The table has three columns: **Team**, **Points**, and **Assists**. The rows are numbered 1 through 10, and the cells are shaded with alternating blue and white background colors. The table data is as follows:

Team	Points	Assists
Mavs	24	4
Heat	30	5
Nets	25	5
Warriors	29	6
Lakers	14	4
Hawks	18	7
Kings	19	9
Spurs	22	12
Rockets	23	4

**This will convert the table to a normal range of data. However, the format with the alternating blue lines will still be present.**

**To remove this formatting, highlight each cell in the range A1:C10 and then click the Cell Styles icon in the Styles group on the Home tab. Then click Normal:**



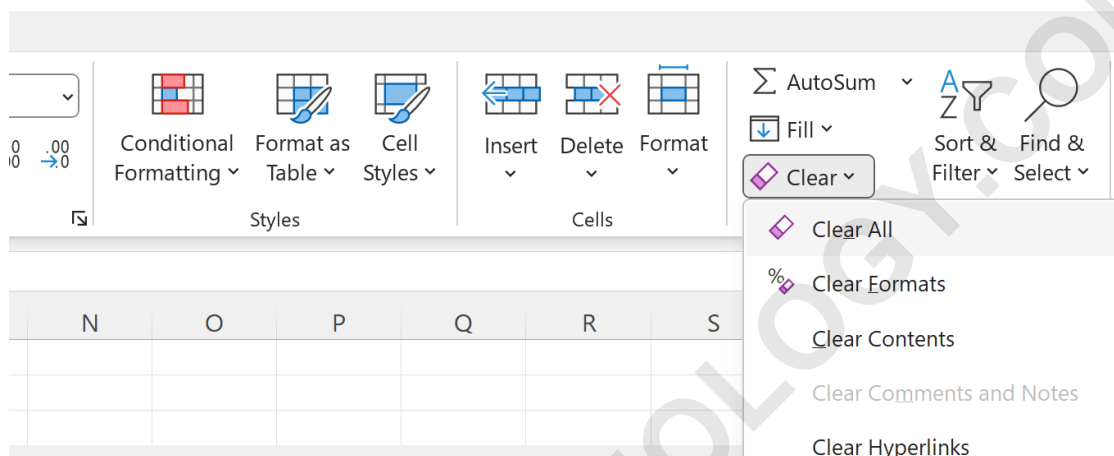
**The formatting will automatically be removed from the cells:**

	A	B	C	D	E	F
1	Team	Points	Assists			
2	Mavs	24	4			
3	Heat	30	5			
4	Nets	25	5			
5	Warriors	29	6			
6	Lakers	14	4			
7	Hawks	18	7			
8	Kings	19	9			
9	Spurs	22	12			
10	Rockets	23	4			
11						
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**We have successfully deleted the table without actually deleting the data from the cells.**

## Example 2: Delete Table Including Data

To delete an entire table including the data, first highlight the entire table range A1:C10, then click the Clear icon within the Editing group on the Home tab.



The entire table including the data will be deleted from the Excel sheet:

	A	B	C	D	E	F
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						

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