

How do you create a floating table in Excel, and can you provide an example?

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Creating a floating table in Excel allows for a table to be placed anywhere on a spreadsheet and remain visible as the user scrolls through the data. This can be useful for organizing and referencing important information. To create a floating table, select the data to be included, then go to the "Insert" tab and click on "Table." In the "Create Table" dialog box, check the box next to "My table has headers" and click "OK." This will create a table with a default style. To make it float, click on the table, go to the "Design" tab, and click on "Properties." In the "Table Properties" dialog box, check the box next to "Floating" and click "OK." This will make the table float above the data. An example of a floating table would be a budget table that remains visible while scrolling through a budget spreadsheet.

Create a Floating Table in Excel (With Example)

A floating table in Excel is a type of table that you can move around a spreadsheet by simply dragging it.

The easiest way to create a floating table in Excel is by using the Camera tool.

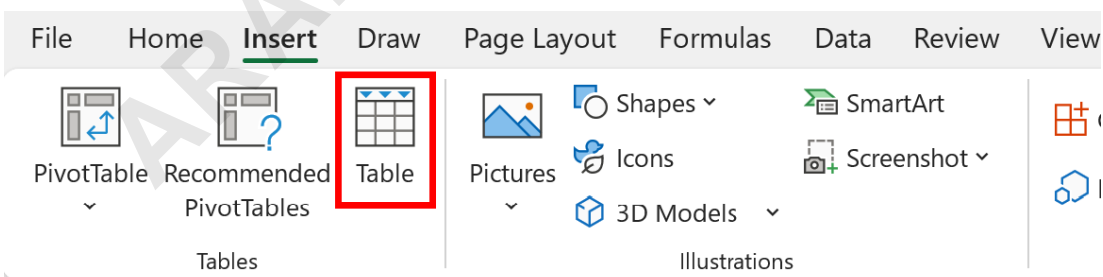
The following step-by-step example shows how to do so.

Step 1: Create the Table

First, let's enter the following dataset into Excel that contains information about various basketball players:

	A	B	C	D	E
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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To convert this range to a table, highlight the cell range A1:C10, then click the Insert tab along the top ribbon, then click the Table icon:



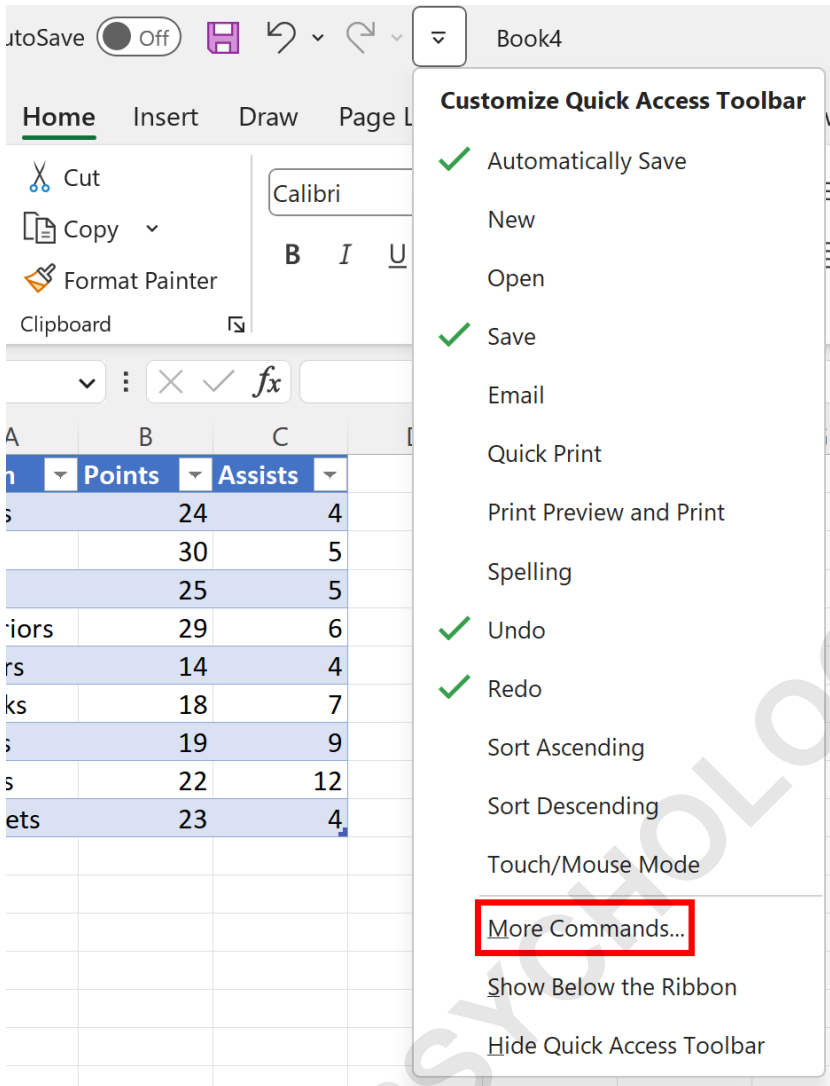
The range will be converted to a table:

	A	B	C	D	E
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		
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Step 2: Add Camera Tool to Quick Access Toolbar

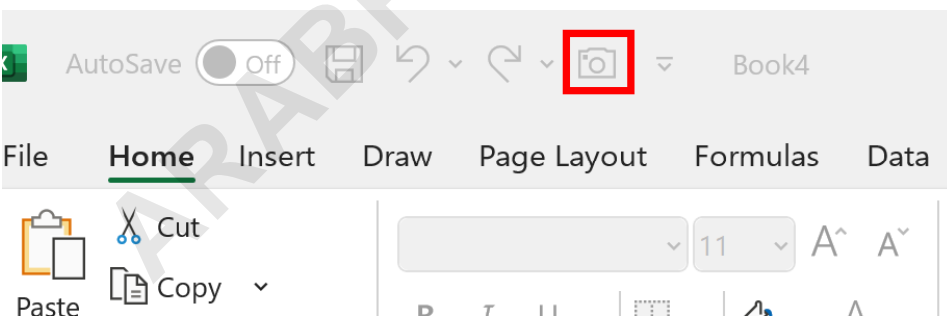
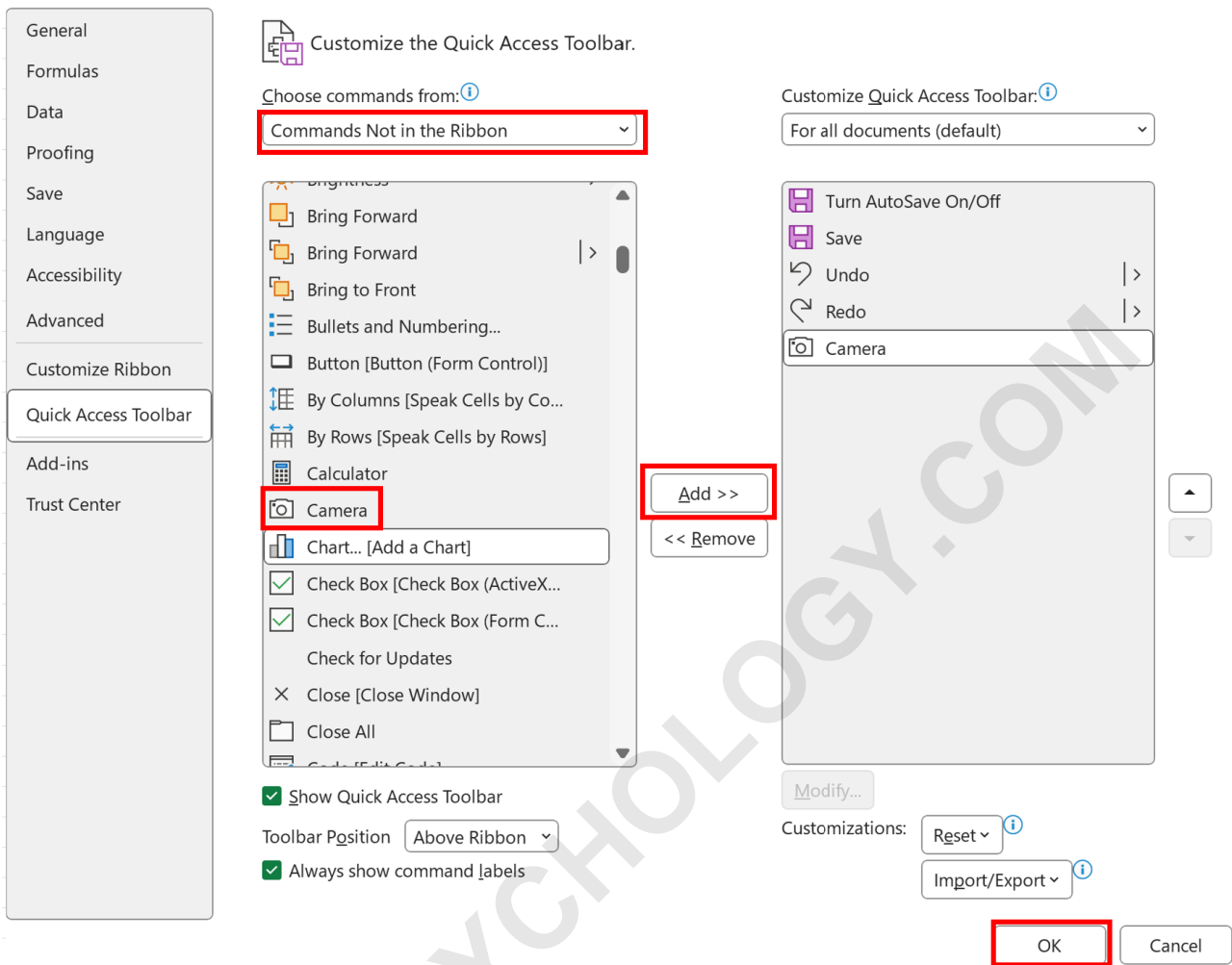
Next, we will add the Camera tool to the quick access toolbar.

To do so, click the tiny dropdown arrow at the top of the workbook, then click More Commands from the dropdown menu:



In the new window that appears, click Quick Access Toolbar from the side menu, then click Commands Not in the Ribbon from the dropdown menu, then scroll down until you see Camera.

Click Camera and then click Add:



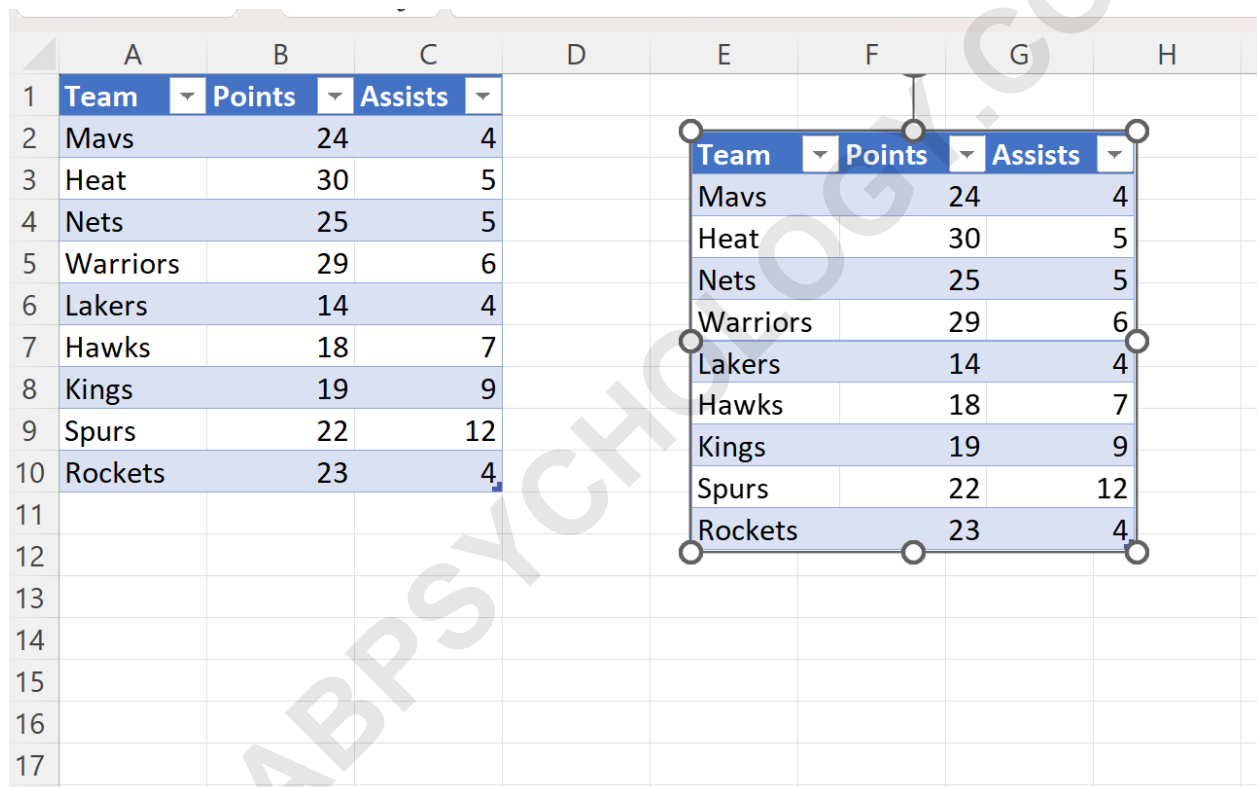
Step 3: Use Camera Tool to Create a Floating Table

Next, highlight the cell range A1:C10.

Then click the Camera icon on the quick access toolbar.

Then click on any cell in the spreadsheet and the floating table will automatically be inserted there.

For this example, we'll click on cell E2:



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

We can see that the floating table has been created. We can now click and drag this floating table to any location we'd like.

Also note that if we change any of the values in the original table that the values in the floating table will

automatically be updated.

For example, suppose we change the value in the points column for the Warriors to 50:

The screenshot shows an Excel spreadsheet with a table of basketball teams and a floating table. The main table has columns for Team, Points, and Assists. The Warriors' Points value is changed to 50. A floating table, which is a copy of the main table, is positioned to the right and its values are updated to match the main table, including the Warriors' Points value of 50.

Team	Points	Assists
Mavs	24	4
Heat	30	5
Nets	25	5
Warriors	50	6
Lakers	14	4
Hawks	18	7
Kings	19	9
Spurs	22	12
Rockets	23	4

Notice that the value in the floating table also changes to match the value from the original table.

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