

How to fill in data in Google Sheets

The Fill feature in Google Sheets makes your life easier. Here's how to use Fill in Google Sheets.

The Fill feature in Google Sheets makes your life easier. Here's **how to use Fill in Google Sheets** .

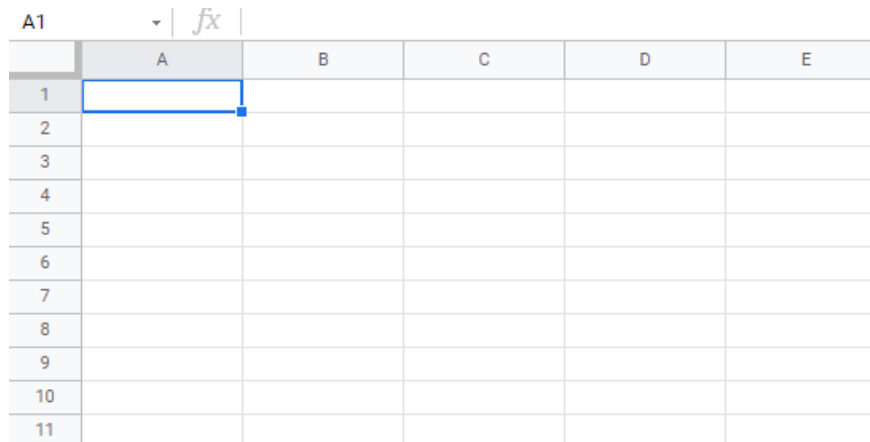
Basically, you can use Fill in Google Sheets for the following tasks:

1. Copy
2. Create a string
3. Date
4. Jaw

How to fill in data in Google Sheets

Filling in data for a Google Sheets spreadsheet is done by selecting a cell, clicking the fill icon, and then dragging and highlighting while holding down the left mouse button to select the range.

The fill icon is located in the right-hand corner of the cell button and is represented by a small square. When you hover your mouse over it, the icon will change to a thin cross.



Click the fill icon and hold down the left mouse button, then drag and select the area you want to cover.

In this example, cell **A1** has been selected and the range **A1:A10** has been highlighted.

A1:A10 fx

	A	B	C	D	E
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

How to use Fill to copy data in Google Sheets

Filling can be used for copying both numbers and letters.

First, let's look at the numbers. This example has entered the value **A1(1)** :

A1 fx 1

	A	B	C	D	E
1	1				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

Using Fill to fill data in the range **A1:A10** will create ten copies of 1:

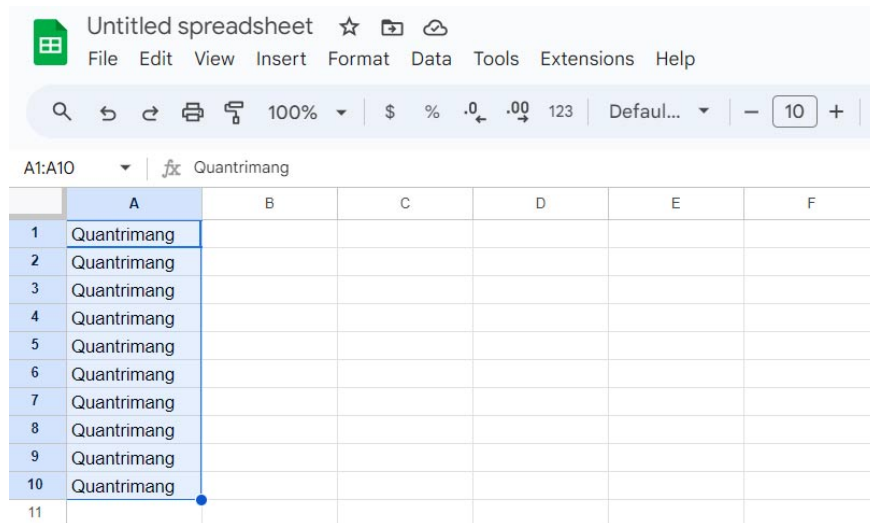
A1:A10 fx 1

	A	B	C	D	E
1	1				
2	1				
3	1				
4	1				
5	1				
6	1				
7	1				
8	1				
9	1				
10	1				
11					

The same principle applies to text.

In this example, we entered A1(TipsMake).

Filling in the range **A1:A10** will create ten copies of "TipsMake":



Now that you've learned how to fill in and use it to copy both numbers and letters, let's look at strings.

Create a series using Fill in Google Sheets

You can use the fill function in Google Sheets to create strings. Strings are an order or a pattern. We can use this feature to continue the established order.

For example, strings can be used with numbers and dates.

Let's start by learning how to count from 1 to 10.

This is different from the previous example because this time we don't want to copy, but rather count from 1 to 10.

Start by entering **A1(1)** :

A1	fx	1			
	A	B	C	D	E
1	1				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

First, we'll enter an example of an incorrect fill-in, then we'll create a correct example. Ready?

Enter the value (1) into cell A2 , which is the value we have in cell A1 . Now we have the same value in both cell A1 and A2.

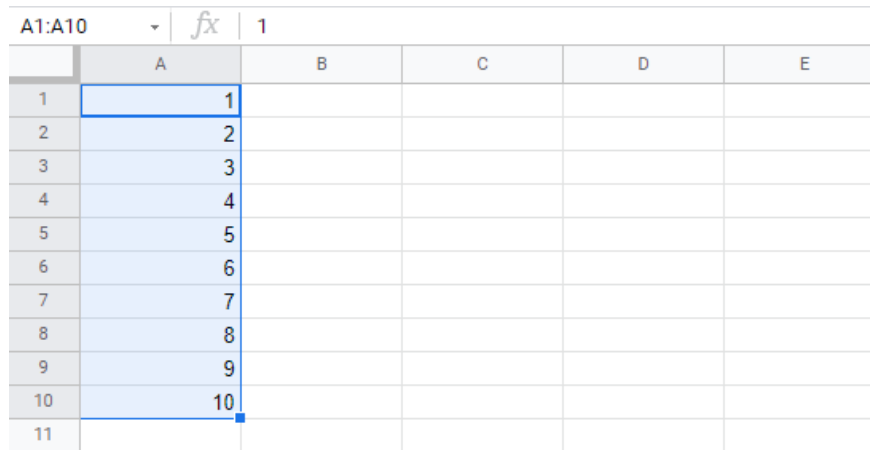
A1:A2	fx	1			
	A	B	C	D	E
1	1				
2	1				
3					
4					
5					
6					
7					
8					
9					
10					
11					

Use the fill function from A1:A10 to see what happens. Remember to mark both values ??before you fill the range.

A1:A10	fx	1			
	A	B	C	D	E
1	1				
2	1				
3	1				
4	1				
5	1				
6	1				
7	1				
8	1				
9	1				
10	1				
11					

What happened is that we have the same value as when copying. This result is obtained because the fill function assumes that we want to make a copy because there are two identical values ??in both cell A1(1) and A2(1).

Change the value of **A2(1)** to **A2(2)** . Now we have two different values ??in cells A1(1) and A2(2). Next, fill in **A1:A10** again . Remember to mark both values ??(hold down the shift key) before you fill in the range:



The screenshot shows an Excel spreadsheet with the following data:

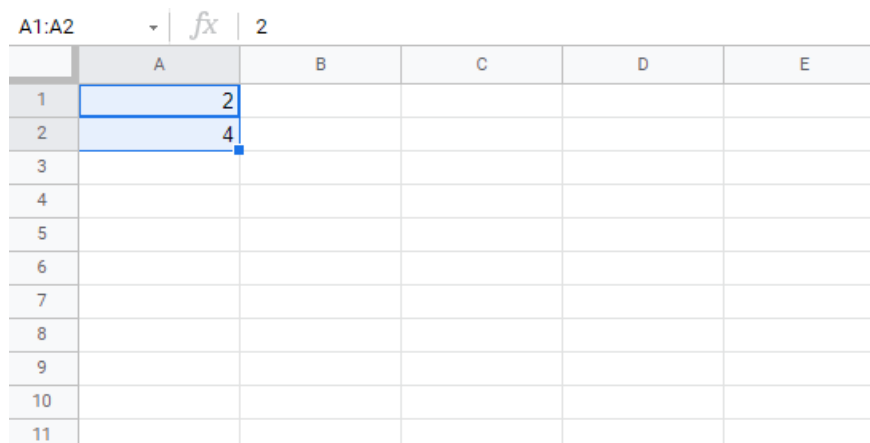
	A	B	C	D	E
1	1				
2	2				
3	3				
4	4				
5	5				
6	6				
7	7				
8	8				
9	9				
10	10				
11					

That's it. Now you have cells numbered from 1 to 10.

The fill function understands the pattern entered into the cells and continues to automatically number them for us.

That's why it makes copies when we enter the value (1) into both cells, because it doesn't see the pattern. When we enter (1) and (2) into the cells, it can understand the pattern and the next cell A3 should be (3).

Let's create another string. Enter **A1(2)** and **A2(4)** :



The screenshot shows an Excel spreadsheet with the following data:

	A	B	C	D	E
1	2				
2	4				
3					
4					
5					
6					
7					
8					
9					
10					
11					

Now, fill in **A1:A10** :

A1:A10		fx		2	
	A	B	C	D	E
1	2				
2	4				
3	6				
4	8				
5	10				
6	12				
7	14				
8	16				
9	18				
10	20				
11					

It counts from 2 to 20 in the range **A1:A10** . This is because we created a command with A1(2) and A2(4).

Then it fills in the next cells, A3(6), A4(8), A5(10), etc. The fill function understands the pattern and helps us continue.

Date sequence

The fill function can also be used to fill dates. Try entering **A1(29.07.2021)** :

A1		fx		29.07.2021	
	A	B	C	D	E
1	29.07.2021				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					

And fill in the range **A1:A10** :

	A	B	C	D	E
1	29.07.2021				
2	30.07.2021				
3	31.07.2021				
4	01.08.2021				
5	02.08.2021				
6	03.08.2021				
7	04.08.2021				
8	05.08.2021				
9	06.08.2021				
10	07.08.2021				
11					

Google Sheets has filled in 10 days from A1 (July 29, 2021) to A10 (August 7, 2021).

Note that Google Sheets' Fill has shifted from July to August in cell A4 because it knows the calendar and counts the actual number of days.

Combining words and letters

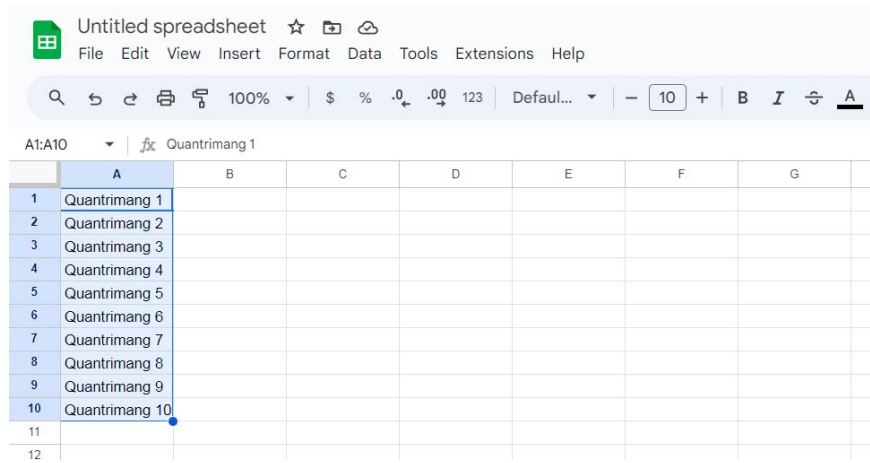
Words and letters can also be combined.

Type **A1(TipsMake 1)** and **A2(TipsMake 2)** :

The screenshot shows a Google Sheets spreadsheet titled "Untitled spreadsheet". The menu bar includes File, Edit, View, Insert, Format, Data, Tools, Extensions, and Help. The toolbar shows search, undo, redo, print, copy, paste, zoom (100%), currency, percentage, decimal, thousand separator, and font color. The active cell is A1:A2, containing the text "Quantrimang 1" and "Quantrimang 2".

	A	B	C	D	E
1	Quantrimang 1				
2	Quantrimang 2				
3					
4					
5					
6					
7					
8					
9					
10					
11					

Next, fill in **A1:A10** to see what happens:



As a result, it counts from A1 (TipsMake 1) to A10 (TipsMake 10). Only the numbers change.

Google Sheets' Fill recognizes patterns and continues to fill in data for the user. Words and numbers can be combined, as long as you use an easily recognizable pattern.

Above are the things you need to know about **filling in data in Google Sheets** . Hopefully, this article is helpful to you.

You finished reading the article "**How to fill in data in Google Sheets**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.