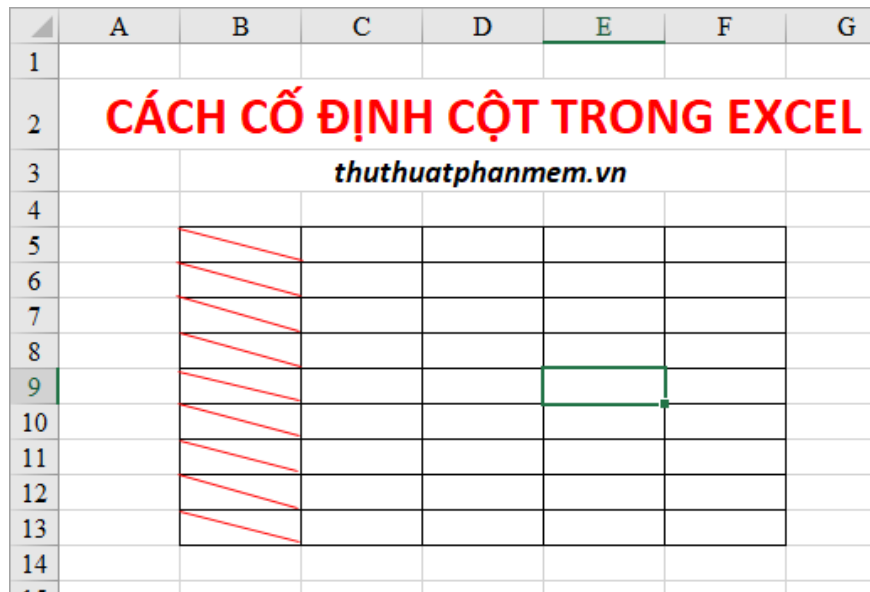


# How to fix columns in Excel

How to fix columns in Excel. For Excel spreadsheets that have a large number of columns, you want to freeze the first columns so that when you move the mouse over the column larger than the number of columns displayed in Excel, these columns remain the same.

For Excel spreadsheets that have a large number of columns, you want to freeze the first columns so that when you move the mouse over the column larger than the number of columns displayed in Excel, these columns remain the same. If you do not know how to fix columns in Excel, you can refer to the following article.

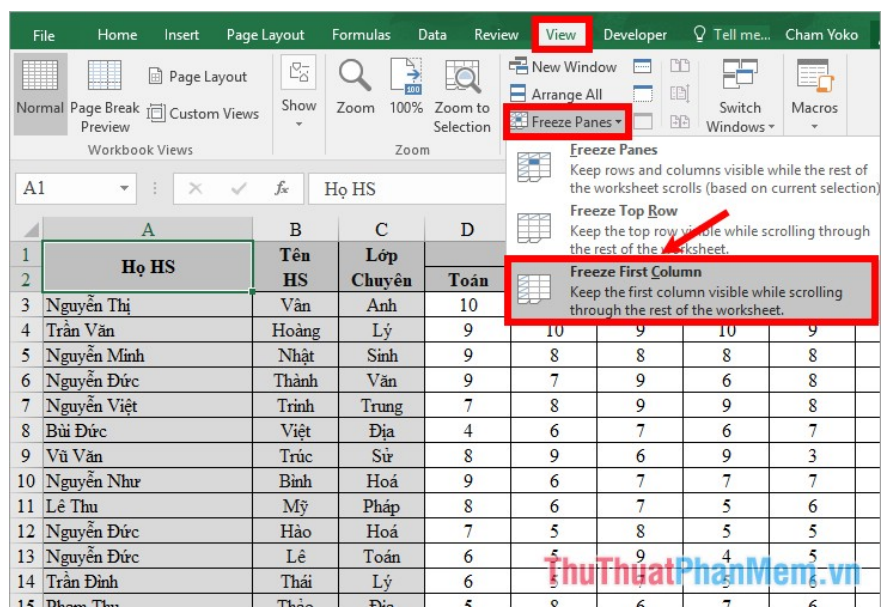


	A	B	C	D	E	F	G
1							
2	<b>CÁCH CỐ ĐỊNH CỘT TRONG EXCEL</b>						
3	<i>thuthuatphanmem.vn</i>						
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							

Below article will guide you in detail how to fix columns in Excel.

## Freeze first column in Excel worksheet

On the Excel worksheet, you need to fix the first column, select **View -> Freeze Panes -> Freeze First Column**.



So the first column in the spreadsheet will be fixed, you can drag to the data in how many columns the first column will still show.

	A	J	K	L	M	N	O	P
1	Họ HS							
2		Anh	Pháp	Trung	Sinh	ĐTB	Ghi Chú	Môn Thi Lại
3	Nguyễn Thị	10	9	10	10	9,5	ĐẠT	
4	Trần Văn	10	10	9	9	9,2	ĐẠT	
5	Nguyễn Minh	9	6	8	8	7,8	ĐẠT	
6	Nguyễn Đức	7	6	6	10	7,6	ĐẠT	
7	Nguyễn Việt	4	7	7	5	7,1	THI LẠI	Pháp
8	Bùi Đức	9	6	7	9	6,9	THI LẠI	Lý
9	Vũ Văn	8	6	7	8	7,4	THI LẠI	Địa
10	Nguyễn Như	7	3	6	5	6,5	THI LẠI	Trung
11	Lê Thu	7	6	5	9	6,6	ĐẠT	
12	Nguyễn Đức	8	9	5	4	6,2	THI LẠI	
13	Nguyễn Đức	9	6	6	7	5,7	HÔNG	Sử
14	Trần Đình	8	7	8	5	6,3	ĐẠT	
15	Phạm Thu	9	2	6	3	5,8	THI LẠI	Trung
16	Vũ Thị	10	9	10	10	9,5	ĐẠT	
17	Nguyễn Nhật	10	10	9	9	9,2	ĐẠT	
18	Đình Đức	9	6	8	8	7,8	ĐẠT	
19	Nguyễn Trung	7	6	6	10	7,6	ĐẠT	

## Freeze multiple columns in Excel spreadsheets

If you want to freeze more columns than just the first column, follow these steps:

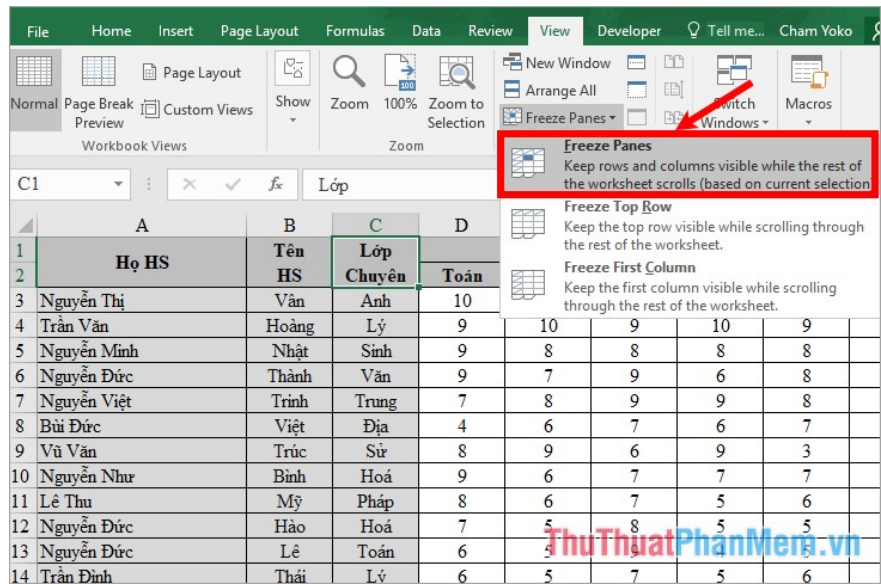
**Step 1 :** Place your cursor in the first cell in the column next to the columns you want to freeze, or select all of them.

*Note: all the columns to the left of the column where you place the mouse cursor will be fixed, the column where the mouse cursor is will not be fixed. Fixed columns always start from the first column (column A), you can't fix multiple columns in the middle of the worksheet. You need to determine the right position of the mouse cursor to fixed columns more accurately .*

For example, if you want to fix the **HS** column and the **HS Name** column , you put the mouse pointer in the first cell in the next column which is **C3** is **Specialized Class**.

	A	B	C	D	E	F	G	H
1				<b>MÔN T</b>				
2	<b>Họ HS</b>	<b>Tên HS</b>	<b>Lớp Chuyên</b>	<b>Toán</b>	<b>Lý</b>	<b>Hoá</b>	<b>Văn</b>	<b>Sử</b>
3	Nguyễn Thị	Vân	Anh	10	8	9	9	9
4	Trần Văn	Hoàng	Lý	9	10	9	10	9
5	Nguyễn Minh	Nhật	Sinh	9	8	8	8	8
6	Nguyễn Đức	Thành	Vân	9	7	9	6	8
7	Nguyễn Việt	Trình	Trung	7	8	9	9	8
8	Bùi Đức	Việt	Địa	4	6	7	6	7
9	Vũ Văn	Trúc	Sử	8	9	6	9	3
10	Nguyễn Như	Bình	Hoá	9	6	7	7	7
11	Lê Thu	Mỹ	Pháp	8	6	7	5	6
12	Nguyễn Đức	Hào	Hoá	7	5	8	5	5
13	Nguyễn Đức	Lê	Toán	6	5	9	4	5
14	Trần Đình	Thái	Lý	6	5	7	5	6
15	Phạm Thu	Thảo	Địa	5	8	6	7	6
16	Vũ Thị	Vân	Anh	10	8	9	9	9
17	Nguyễn Nhật	Hoàng	Lý	9	10	9	10	9
18	Đinh Đức	Nhật	Sinh	9	8	8	8	8
19	Nguyễn Trung	Thành	Vân	9	7	9	6	8

**Step 2:** Click the **View -> Freeze Panes** tab -> **Freeze Panes** to freeze the columns before the column you select.

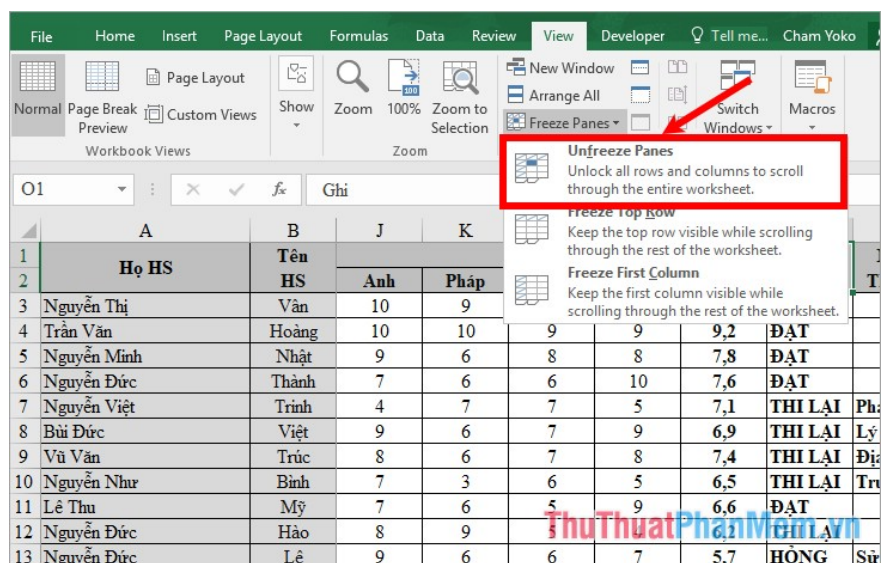


Thus, you have fixed many columns for Excel worksheet, the fixed columns will always be displayed no matter you move the mouse to the nth column in the data file with many columns.

	A	B	J	K	L	M	N	O	
1	Họ HS	Tên HS					ĐTB	Ghi Chú	T
2			Anh	Pháp	Trung	Sinh			
3	Nguyễn Thị	Vân	10	9	10	10	9,5	ĐẠT	
4	Trần Văn	Hoàng	10	10	9	9	9,2	ĐẠT	
5	Nguyễn Minh	Nhật	9	6	8	8	7,8	ĐẠT	
6	Nguyễn Đức	Thành	7	6	6	10	7,6	ĐẠT	
7	Nguyễn Việt	Trình	4	7	7	5	7,1	THI LẠI	Ph
8	Bùi Đức	Việt	9	6	7	9	6,9	THI LẠI	Lý
9	Vũ Văn	Trúc	8	6	7	8	7,4	THI LẠI	Đi
10	Nguyễn Như	Bình	7	3	6	5	6,5	THI LẠI	Tr
11	Lê Thu	Mỹ	7	6	5	9	6,6	ĐẠT	
12	Nguyễn Đức	Hào	8	9	5	4	6,2	THI LẠI	
13	Nguyễn Đức	Lê	9	6	6	7	5,7	HÔNG	Sư
14	Trần Đình	Thái	8	7	8	5	6,3	ĐẠT	
15	Phạm Thu	Thảo	9	2	6	3	5,8	THI LẠI	Tr
16	Vũ Thị	Vân	10	9	10	10	9,5	ĐẠT	
17	Nguyễn Nhật	Hoàng	10	10	9	9	9,2	ĐẠT	
18	Đinh Đức	Nhật	9	6					
19	Nguyễn Trung	Thành	7	6	6	10	7,6	ĐẠT	

## How to unfreeze columns

If you have fixed the column and have finished processing the data on the Excel spreadsheet, you want to remove the column so that the Excel spreadsheet to its original form, you just need to select **View -> Freeze Panes -> Unfreeze Panes**.



Above is how to fix columns in Excel, if you want to fix both rows and rows, then you should refer to the tutorial here <http://TipsMake.vn/cach-co-dinh-cot-va-dong-ieu-de-in-excel-2016/>.

Hope the article will help you. Good luck!

You finished reading the article "**How to fix columns in Excel**" 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.