

How to freeze, hide rows and columns in Google Sheets

Freezing or hiding columns or rows in Google Sheets makes it easier for us to have multi-column data tables.

When working with Google Sheets, you will have to handle dozens of data columns. And if you're mistakenly dealing with multiple columns, you can freeze unused columns, or hide columns or rows to make Google Sheets more compact.

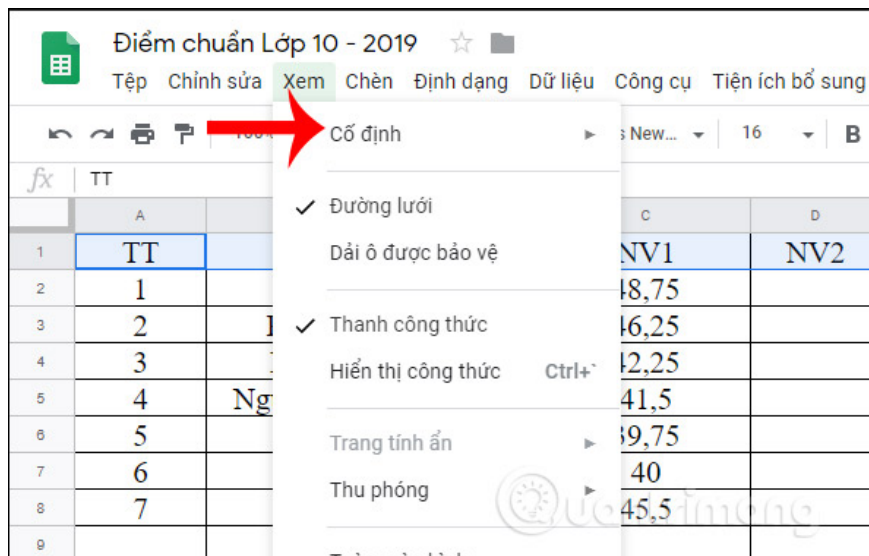
Columns or rows that have been frozen or hidden will not be visible or clickable to operate. If the title row is frozen, the document is easier to read. Besides, column freezing also has many different options, besides freezing the first row or column. The following article will guide you how to freeze, hide rows and columns in Google Sheets.

1. Tips to use Google Sheets should not be overlooked
2. How to edit chart notes in Google Sheets
3. How to add or delete rows and columns in Google Sheets
4. How to link data between spreadsheets in Google Sheets

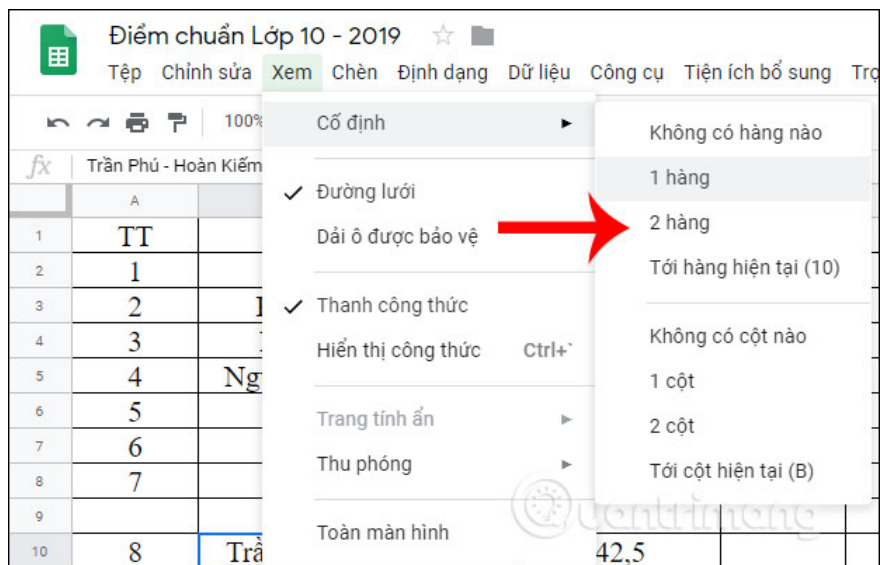
1. Freeze columns and rows of Google Sheets

Step 1:

You click on the row or column you want to freeze, then click on the **View** select **Fixed** .

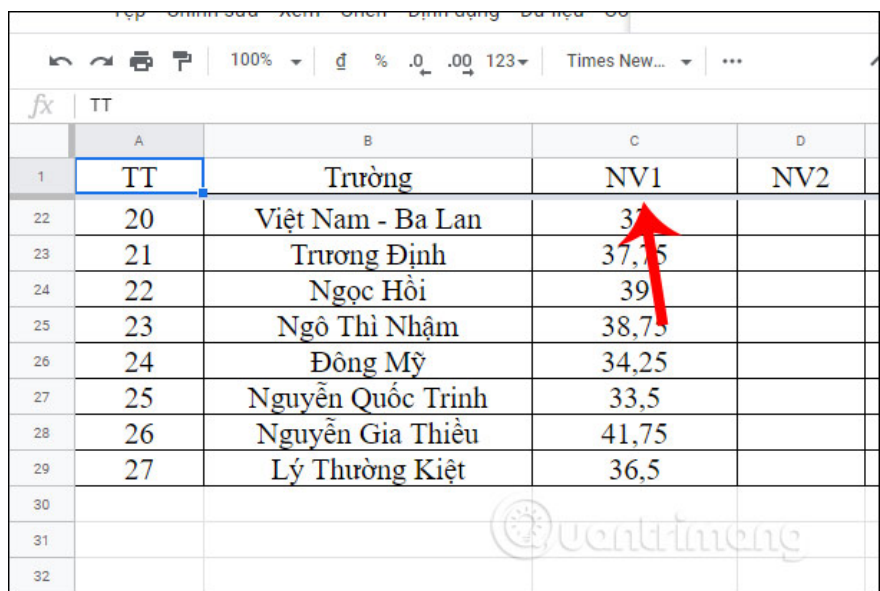


Now show more options to fix columns and rows. If you press 1 row or 1 column, the first row and column selected are closed. If you press 2, the first 2 rows and 2 columns are frozen.

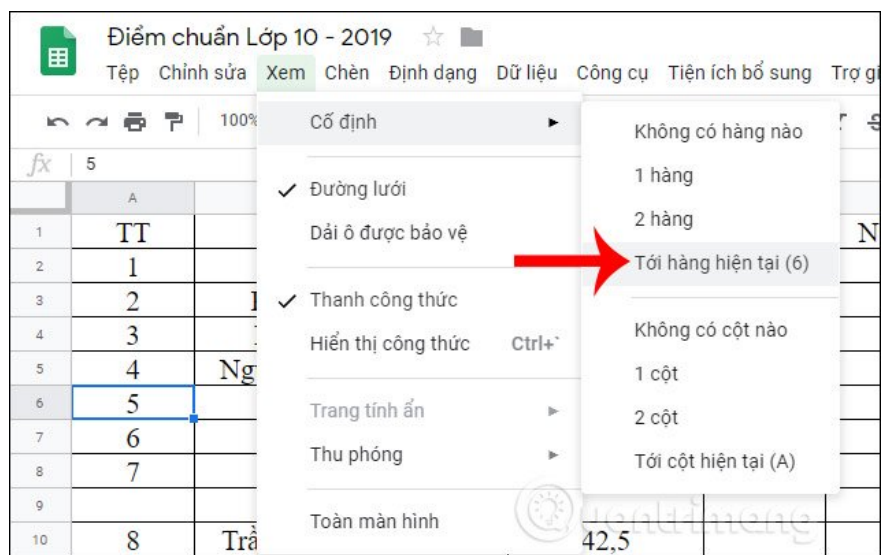


Step 2:

The result of the row or column you selected has been frozen. They are **fixed by a gray border** to separate them from the area, and cannot be moved no matter where you drag the mouse to any position.



If the user wants **to freeze the entire row or column**, first **click the mouse in the last cell** in the row or column to be frozen. Google Sheets will count from the first row and column down to the position where you clicked. Then click **View**, select **Fixed**, then select **Go to current row / column**.



For example, I will freeze from the first row to the 6th row, then click in cell 5. Now Google Sheets counts there are 6 rows that need to be frozen.

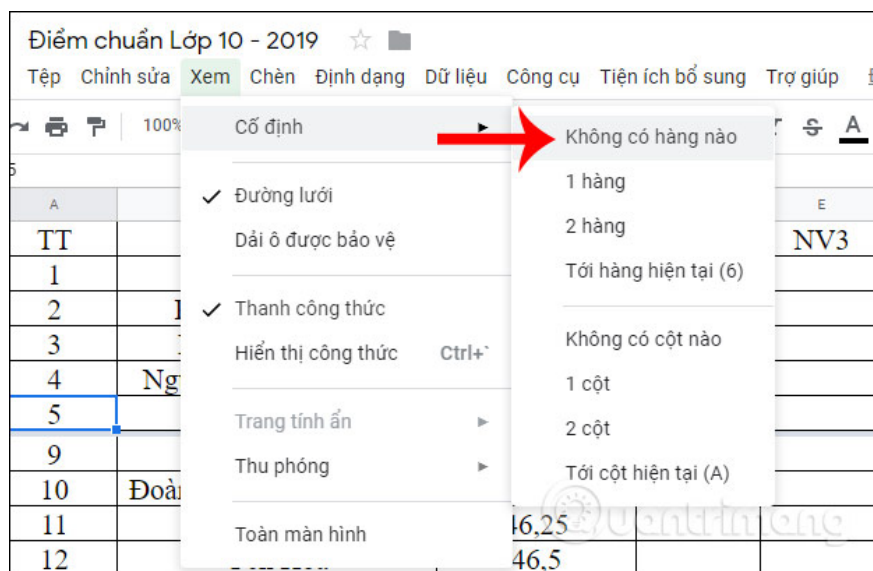
The first 6 rows of results have been fixed.

The screenshot shows the Google Sheets interface with a table of 15 rows. The first 6 rows are frozen, indicated by a light blue background. A red arrow points to cell B11. The table data is as follows:

	A	B	C	D
1	TT	Trường	NV1	NV2
2	1	Chu Văn An	48,75	
3	2	Phan Đình Phùng	46,25	
4	3	Phạm Hồng Thái	42,25	
5	4	Nguyễn Trãi - Ba Đình	41,5	
6	5	Tây Hồ	39,75	
11	9	Tên Nhân Tông	41,75	
12	10	Đoàn Kết - Hai Bà Trưng	40,5	
13	11	Kim Liên	46,25	
14	12	Yên Hòa	46,5	
15	13	Nhân Chính	44,5	

Step 3:

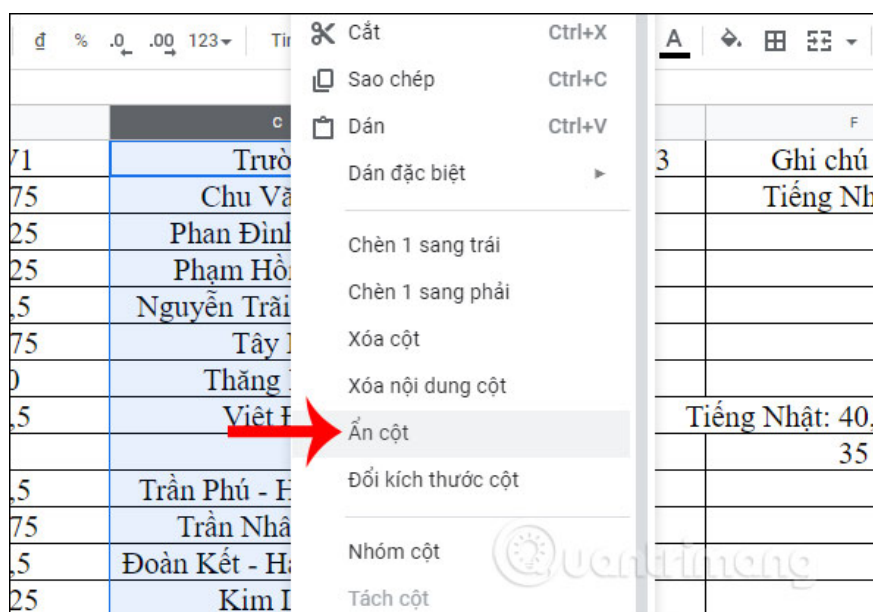
If you want to unfreeze the column or row, click on View, select Fixed and then select K without any rows (columns) .



2. Hide columns and rows in Google Sheets

Step 1:

First, **click the column header** at the top and right-click and choose **Hide column**.



The selected column is now hidden and is **indicated by two arrows** on either side of the hidden column. If you click **this arrow icon**, the column will automatically display.

TT	NV1	NV2	NV3	Ghi chú thêm
1	48,75			Tiếng Nhật: 40
2	46,25			
3	42,25			
4	41,5			
5	39,75			
6	40			
7	45,5			Tiếng Nhật: 40, Tiếng Đứ
				35
8	42,5			
9	41,75			

Step 2:

To **hide rows in Google Sheets**, users do the same, **click on the first row** of the row and select **Hide rows** .

Trường	NV
Chu Văn An	
Phan Đình Phùng	
Phạm Hồng Thái	
Nguyễn Trãi - Ba Đình	
Tây Hồ	
Thăng Long	
Việt Đức	
Trần Phú - Hoàn Kiếm	
Trần Nhân Tông	
Đoàn Kết - Hai Bà Trưng	
Kim Liên	

The result of the row has been hidden and an arrow icon appears to indicate that a row has been hidden. To display the row again, just click the arrow icon.

	A	B	C	D
1	TT	NV1	Trường	NV2
2	1	48,75	Chu Văn An	
3	2	46,25	Phan Đình Phùng	
4	3	42,25	Phạm Hồng Thái	
5	5	39,75	Tây Hồ	
6	6	40	Thăng Long	
7	7	45,5	Việt Đức	
8				
9				
10	8	42,5	Trần Phú - Hoàn Kiếm	
11	9	41,75	Trần Nhân Tông	
12	10	40,5	Đoàn Kết - Hai Bà Trưng	
13	11	46,25	Kim Liên	

Manipulating rows, columns and hiding rows and columns in Google Sheets is simple and easy to follow. When done, users cannot operate on locked or hidden areas, making it easier to tidy up the data table.

I wish you successful implementation!

You finished reading the article "**How to freeze, hide rows and columns 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.