

# How to paste data into non-hidden cells, ignoring hidden cells

The Copy tool - Paste is a useful tool in Excel. However, to best use this tool, not all users know it. In this article, Dexterity Software teaches you how to paste data that ignores hidden cells.

The Copy tool - Paste is a useful tool in Excel. However, to best use this tool, not all users know it. In this article, Dexterity Software teaches you how to paste data that ignores hidden cells.

		USD	Đã trả NCC
Giá đầu ra SPP			
SPARE (01 PKG/540KGS) - HCMC (TSN AIRPORT) - PHU MY PORT			
Customs checking and formality with free duty		195	Đã thanh toán
Document fee, THC, Storage fee		90	Đã thanh toán
Lifting on / off at airport		110	Đã thanh toán
Transportation from HCM - Port (80 Km)		110	Đã thanh toán
Lifting on/off at Port/boat station		125	Đã thanh toán
Boat fee from boat station - vessel (if need)		80	Đã thanh toán
Complete customs formality at Port and delivery on board.		60	Đã thanh toán
Gate in permission at Port		25	Đã thanh toán
Handling fee		100	Đã thanh toán
<b>Total</b>		<b>895</b>	

For example, you have the following data table, and need to paste the data only into the cells shown in the spreadsheet.

		USD	Đã trả NCC
Giá đầu ra SPP			
SPARE (01 PKG/540KGS) - HCMC (TSN AIRPORT) - PHU MY PORT			
Customs checking and formality with free duty		195	Đã thanh toán
Document fee, THC, Storage fee		90	Đã thanh toán
Transportation from HCM - Port (80 Km)		110	Đã thanh toán
Lifting on/off at Port/boat station		125	Đã thanh toán
Complete customs formality at Port and delivery on board.		60	Đã thanh toán
Gate in permission at Port		25	Đã thanh toán
Handling fee		100	Đã thanh toán
<b>Total</b>		<b>895</b>	

Sao chép nội dung "Đã thanh toán" vào các ô không bị ẩn ở cột D

If your data sheet is small, you can manually copy each cell, but if there are up to 100 cells, then try the following steps.

**Step 1:** Copy the original data. The example in cell F4 contains the original data. Select the cell **F4** and then type the keyboard shortcut **Ctrl + C** .

	A	B	C	D	E	F	G	H
1								
2		Giá đầu ra SPP						
3		SPARE (01 PKG/540KGS) - HCMC (TSN AIRPORT) - PHU MY PORT	USD	Đã trả NCC				
4		Customs checking and formality with free duty	195			Đã thanh toán		
5		Document fee, THC, Storage fee	90					
7		Transportation from HCM – Port (80 Km)	110					
8		Lifting on/off at Port/boat station						
10		Complete customs formality at port and delivery on board	60					
11		Gate in permission at Port	25					
12		Handling fee	100					
13		Total	895					

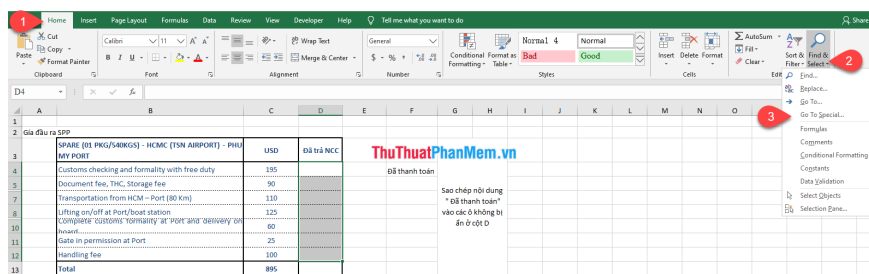
Sao chép nội dung "Đã thanh toán" vào các ô không bị ẩn ở cột D

**Step 2:** Select the data area to paste data. For example, from cells **D4** to **D12** .

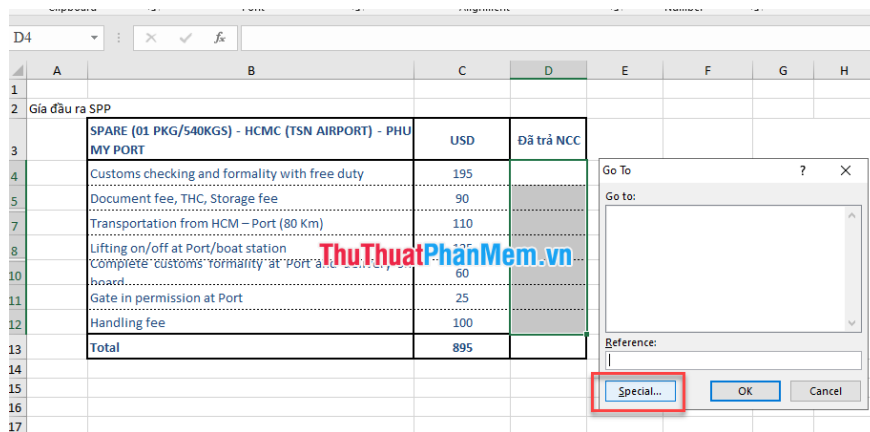
	A	B	C	D	E	F	G	H
1								
2		Giá đầu ra SPP						
3		SPARE (01 PKG/540KGS) - HCMC (TSN AIRPORT) - PHU MY PORT	USD	Đã trả NCC				
4		Customs checking and formality with free duty	195			Đã thanh toán		
5		Document fee, THC, Storage fee	90					
7		Transportation from HCM – Port (80 Km)	110					
8		Lifting on/off at Port/boat station						
10		Complete customs formality at port and delivery on board	60					
11		Gate in permission at Port	25					
12		Handling fee	100					
13		Total	895					

Sao chép nội dung "Đã thanh toán" vào các ô không bị ẩn ở cột D

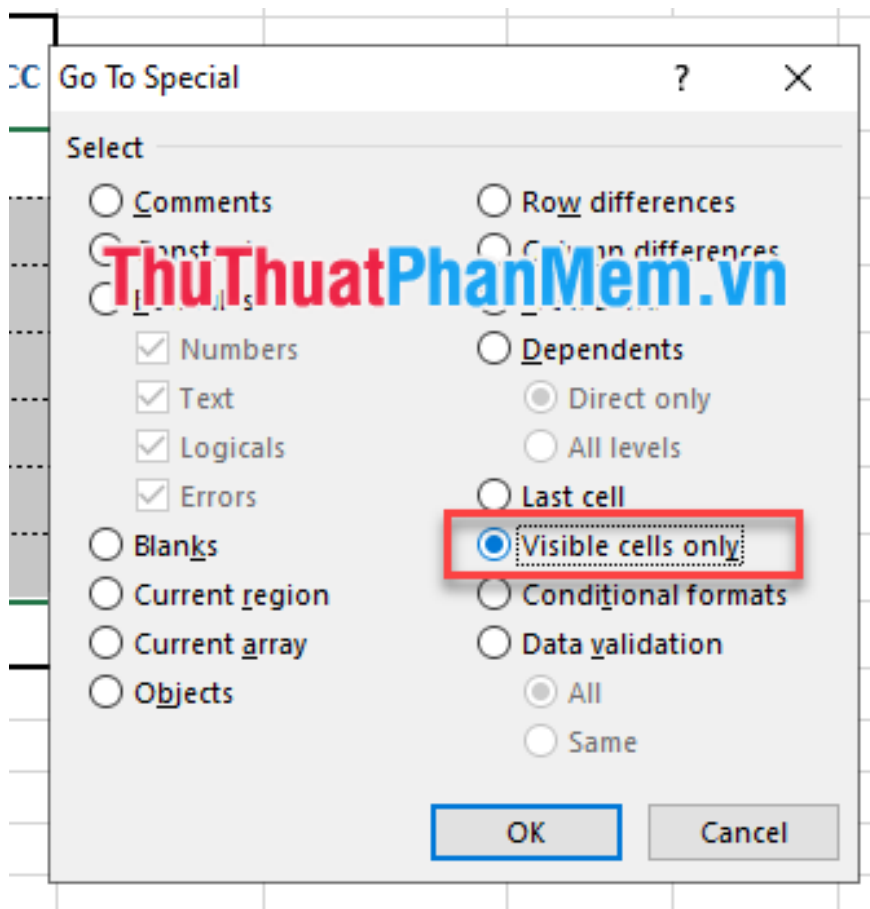
**Step 3:** On the **Home** tab (1) , press the **Find & Select** button (2) and select **Go To Special** . (3) .



Or you can use the keyboard shortcut **Ctrl + G** , then press the **Special** button .



**Step 4:** In the **Go To Special** dialog box , select **Visible cells only** and then press the **OK** button .



Then you will see the selection changes as follows:

	A	B	C	D	E	F	G	H
1				(Trước)				
2		Gia đầu ra SPP						
3		SPARE (01 PKG/540KGS) - HCMC (TSN AIRPORT) - PHU MY PORT	USD	Đã trả NCC				
4		Customs checking and formality with free duty	195					
5		Document fee, THC, Storage fee	90					
6		Transportation from HCM - Port (80 Km)	110					
7		Lifting on/off at Port/boat station	125					
8		Complete customs formality at port and delivery on board	60					
9		Gate in permission at Port	25					
10		Handling fee	100					
11		Total	895					
12								
13								
14								
15								

**Step 5:** Now, you can use the keyboard shortcut **Ctrl + V** to paste that data into the visible cells.

	A	B	C	D	E	F	G	H
1								
2		Gia đầu ra SPP						
3		SPARE (01 PKG/540KGS) - HCMC (TSN AIRPORT) - PHU MY PORT	USD	Đã trả NCC				
4		Customs checking and formality with free duty	195	Đã thanh toán		Đã thanh toán		
5		Document fee, THC, Storage fee	90	Đã thanh toán				
6		Transportation from HCM - Port (80 Km)	110	Đã thanh toán				
7		Lifting on/off at Port/boat station	125	Đã thanh toán				
8		Complete customs formality at port and delivery on board	60	Đã thanh toán				
9		Gate in permission at Port	25	Đã thanh toán				
10		Handling fee	100	Đã thanh toán				
11		Total	895					
12								
13								
14								
15								

Or if you have not copied the original data, you start from step 2, so after completing **Step 4**, start filling the word "Paid" and then press **Ctrl + Enter** to enter data or formulas into these non-hidden cells.

	A	B	C	D	E	F	G	H
1								
2		Gia đầu ra SPP						
3		SPARE (01 PKG/540KGS) - HCMC (TSN AIRPORT) - PHU MY PORT	USD	Đã trả NCC				
4		Customs checking and formality with free duty	195	Đã thanh toán		Đã thanh toán		
5		Document fee, THC, Storage fee	90					
6		Transportation from HCM - Port (80 Km)	110					
7		Lifting on/off at Port/boat station	125					
8		Complete customs formality at port and delivery on board	60					
9		Gate in permission at Port	25					
10		Handling fee	100					
11		Total	895					
12								
13								
14								
15								

You finished reading the article "**How to paste data into non-hidden cells, ignoring hidden cells**" 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.