

How to quickly insert a Google Sheets spreadsheet into Google Docs

Inserting Google Sheets spreadsheets into Google Docs saves users a significant amount of time in creating tables, entering data, and formatting text. Below is a guide on how to quickly and efficiently insert Google Sheets spreadsheets into Google Docs.

In the article below, TipsMake will guide you on how to insert a Google Sheets spreadsheet into Google Docs. The steps are similar to inserting a spreadsheet into Google Slides.

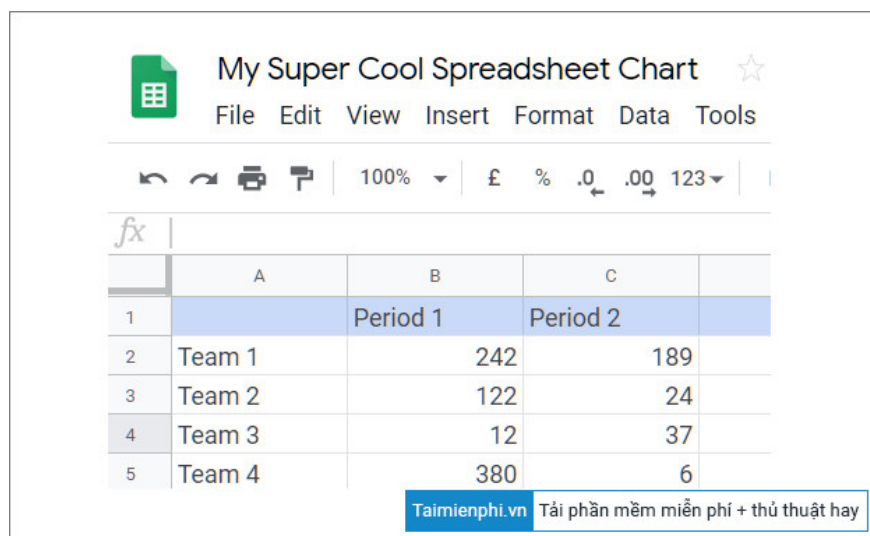


Instructions on how to insert Google Sheets into Google Docs

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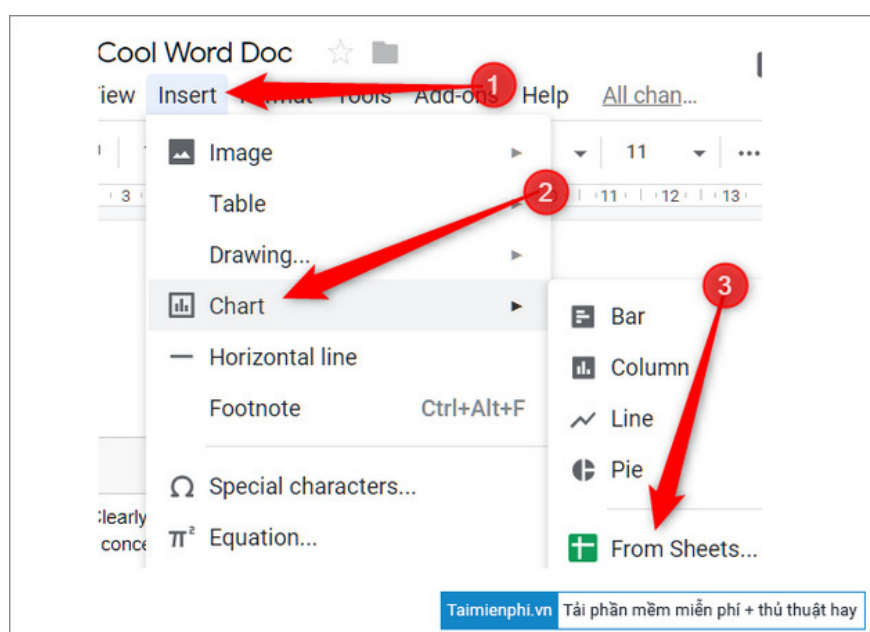
To insert a Google Sheets spreadsheet into Google Docs, follow these steps:

First, create a chart in your Google Sheets spreadsheet. To do this, go to the Google Sheets homepage and open a new spreadsheet or open an existing one. Next, enter the data and save it in the spreadsheet.

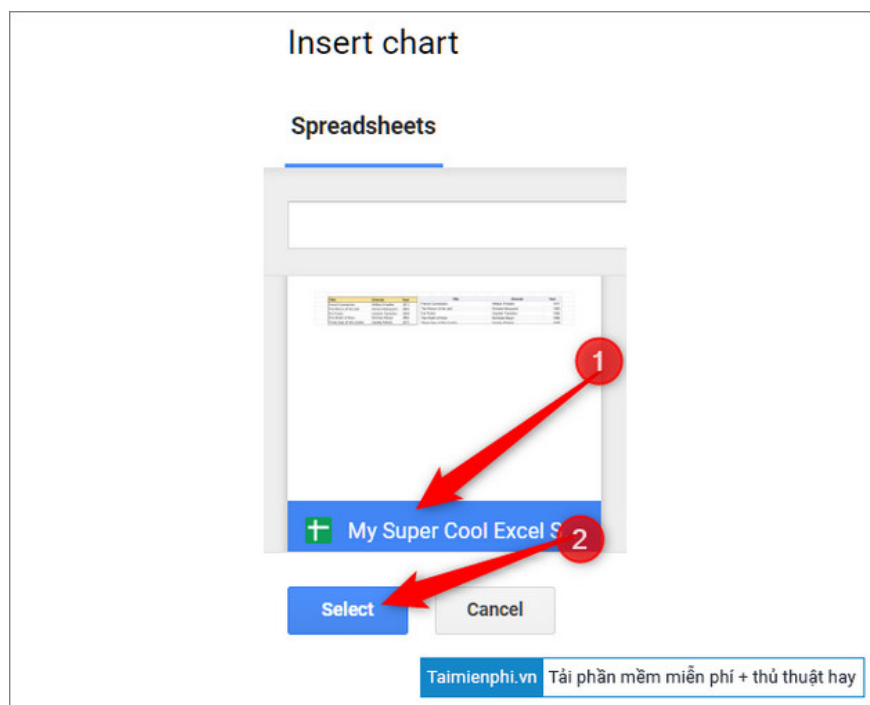


Select all the cells and then click **Insert** on the menu bar => **Chart** . Choose any chart and make the desired customizations. After you're finished, close the spreadsheet (Google Sheets). Google will automatically save all the changes you've made.

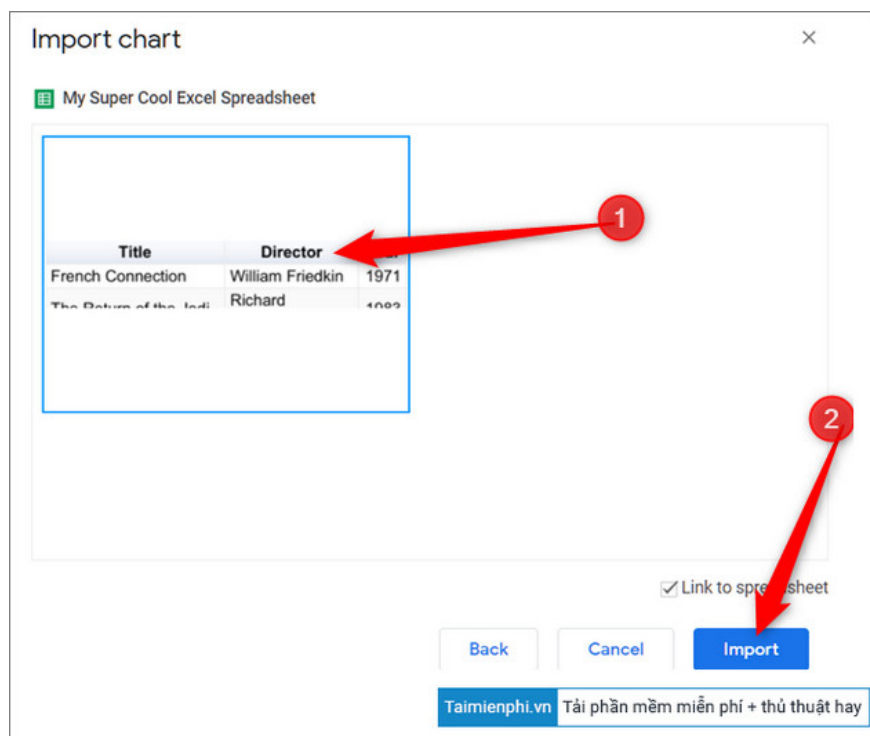
After creating the chart in Google Sheets, open the Google Docs document where you want to insert the spreadsheet or create a new one. Click **Insert** in the menu bar => **Chart** => **From Sheets** .



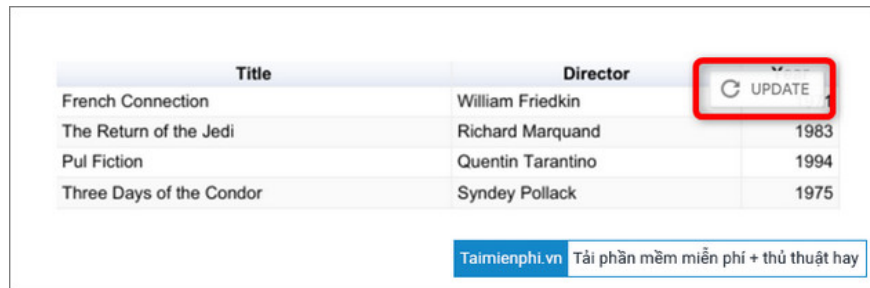
A list of available spreadsheets will then appear on the screen. Choose any spreadsheet you want and click **Select** .



In the next window, select any chart from the available worksheet and then click **Import** .



Additionally, here you can find and check the box next to the " **Link to Spreadsheet** " option to link the chart in your Google Sheets spreadsheet to Google Docs. When you make any changes to the spreadsheet, the chart inserted in Google Docs will also be updated when you click the "Update" **button** .

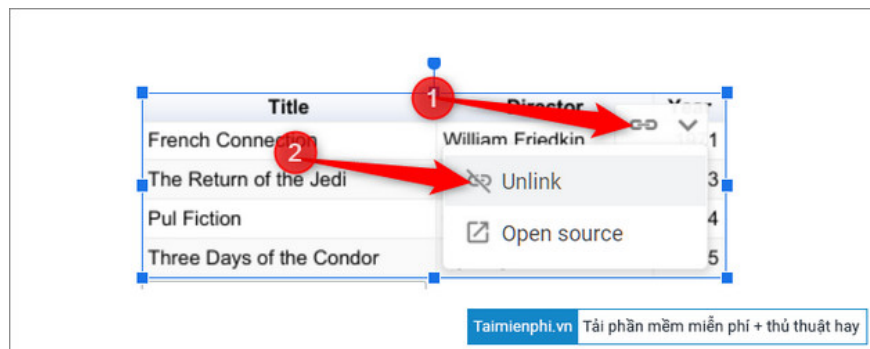


Because the charts are saved as images, when using the Insert feature, some data points may be cut off during the update process.



At this point, you have completed the process of inserting a Google Sheets spreadsheet into Google Docs.

Suppose for some reason you don't want to update the chart or link it to your Google Sheets data in your Docs document. Simply click on the chart => then click on the paperclip icon (as shown below) => Unlink to remove the linking feature.



This action disables synchronization of changes made to Google Sheets and avoids the need to re-insert the spreadsheet into Google Docs.

Above, TipsMake has guided you on how to insert a Google Sheets spreadsheet into Google Docs. Additionally, if you don't want other users to edit your spreadsheet formulas and data, you can refer to other articles on TipsMake to learn more about locking formulas in Google Sheets.

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