

How to remove spaces in Excel

How to remove spaces in Excel. In Excel spreadsheets, sometimes the data has extra spaces in the words, or spaces between numbers. In order for the data in the spreadsheet to be standard and better, you need to remove unnecessary spaces

In Excel spreadsheets, sometimes the data has extra spaces in the words, or spaces between numbers. In order for the data in the spreadsheet to be more standard and beautiful, you need to remove unnecessary spaces from the data. If you do not know how to delete spaces in Excel, please refer to the following article.

	A	B	C	D
1				
2	XÓA KHOẢNG TRẮNG TRONG EXCEL			
3	thuthuatphanmem.vn			
4				
5				
6		Họ và Tên		
7		Nguyễn Thị Anh		
8		Nguyễn Văn Bình		
9		Đinh Thị Châm		
10		Phạm Ngọc Duyên		
11		Nguyễn Văn Định		
12		Phạm Nhật Minh		
13		Nguyễn Thị Phương		
14		Đỗ Phương Thúy		
15				

The article guides how to remove spaces in Excel, please follow along.

REMOVE WHITE BETWEEN THE WORDS

Use the TRIM function to remove spaces

The function of the TRIM function is to remove all spaces from a text, leaving only a space between words.

Syntax of the TRIM function: = **TRIM** (text)

For example, you need to remove spaces between words in the First and Last name column as below.

	A	B	C	D	E	F	G
1							
2		XÓA KHOẢNG TRẮNG TRONG EXCEL					
3		thuthuatphanmem.vn					
4							
5							
6		Họ và Tên					
7		Nguyễn Thị Anh					
8		Nguyễn Văn Bình					
9		Đinh Thị Châm					
10		Phạm Ngọc Duyên					
11		Nguyễn Văn Định					
12		Phạm Nhật Minh					
13		Nguyễn Thị Phương					
14		Đỗ Phương Thủy					
15							
16							
17							
18							

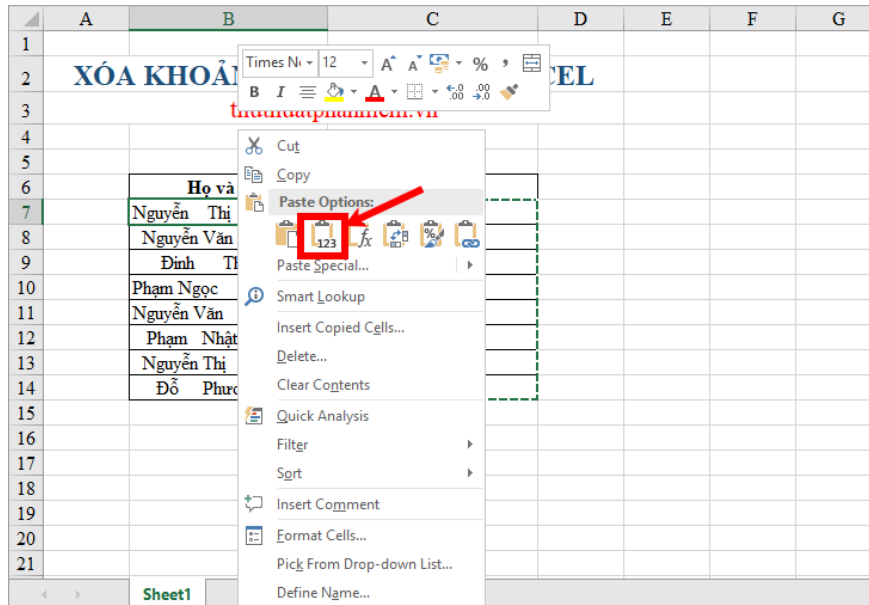
First you need to create an extra column. Enter the formula in the first cell in the secondary column = **TRIM** (**B7**) with **B7** being the cell to remove spaces.

	A	B	C	D	E	F	G
1							
2		XÓA KHOẢNG TRẮNG TRONG EXCEL					
3		thuthuatphanmem.vn					
4							
5							
6		Họ và Tên	Hàm TRIM				
7		Nguyễn Thị Anh	=TRIM(B7)				
8		Nguyễn Văn Bình					
9		Đinh Thị Châm					
10		Phạm Ngọc Duyên					
11		Nguyễn Văn Định					
12		Phạm Nhật Minh					
13		Nguyễn Thị Phương					
14		Đỗ Phương Thủy					
15							
16							
17							
18							

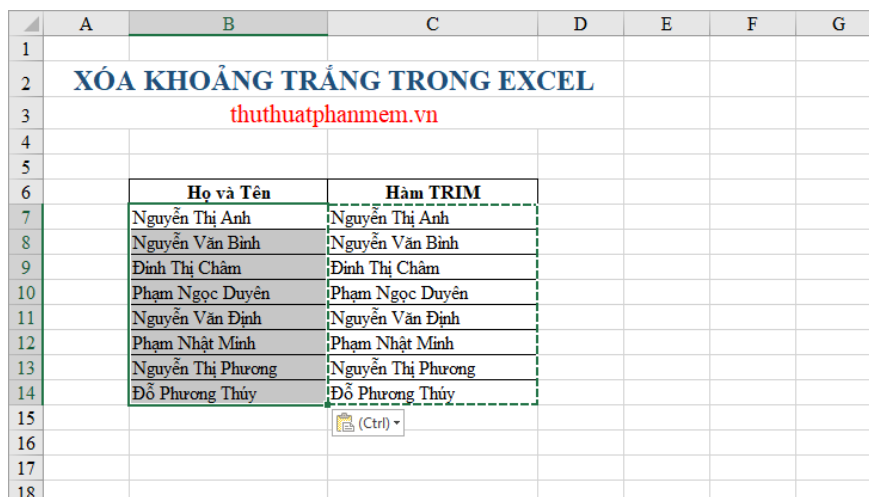
So you deleted the space between the words in the first cell, you copy the formula down to the next cells to remove the space of all columns.

	A	B	C	D	E	F	G
1							
2		XÓA KHOẢNG TRẮNG TRONG EXCEL					
3		thuthuatphanmem.vn					
4							
5							
6		Họ và Tên	Hàm TRIM				
7		Nguyễn Thị Anh	Nguyễn Thị Anh				
8		Nguyễn Văn Bình					
9		Đinh Thị Châm					
10		Phạm Ngọc Duyên					
11		Nguyễn Văn Định					
12		Phạm Nhật Minh					
13		Nguyễn Thị Phương					
14		Đỗ Phương Thủy					
15							
16							
17							
18							

Now you can copy the sub column data to the main column by selecting the secondary column and pressing **Ctrl + C** to copy, then put the mouse in the first cell of the main column and right-click and select **Value (V)** in **Paste Options**.



So you can delete the extra column.

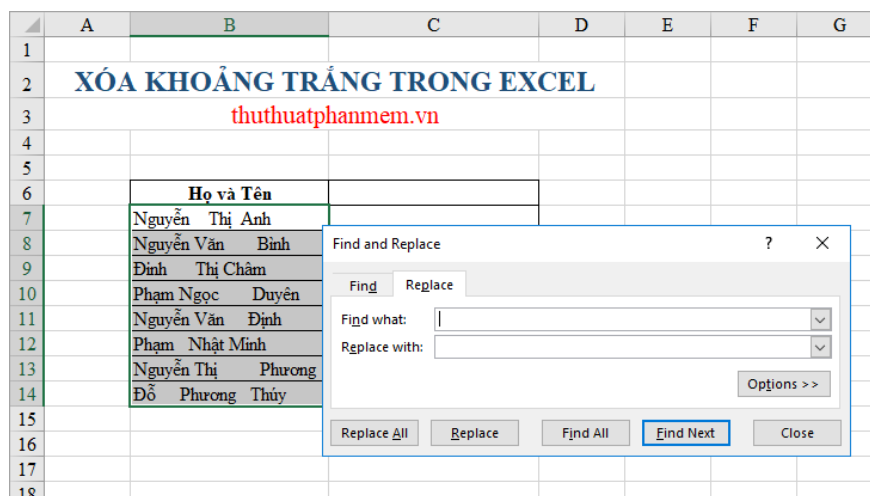


So using the TRIM function, you remove the spaces between words and leading spaces. But with big data, you use the TRIM function will be very time consuming.

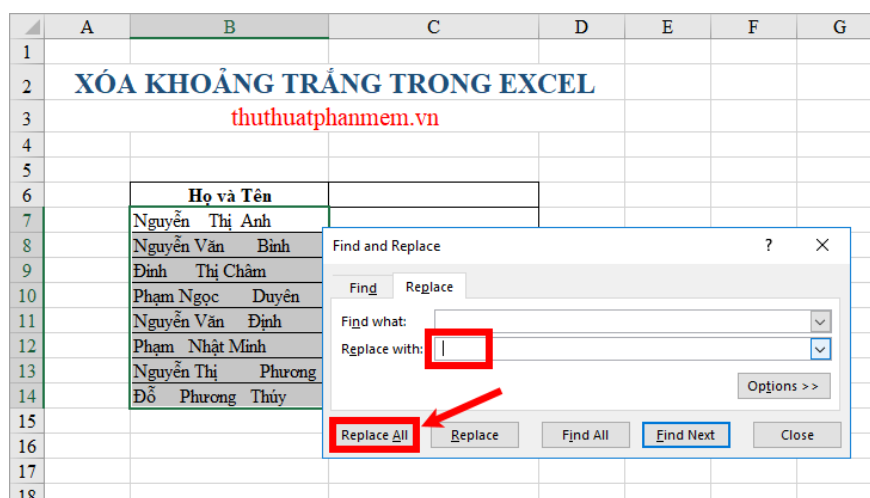
Use Find & Replace

Using the search and replace feature (**Find & Replace**) will help you remove spaces between words faster, but leading spaces will still have a space that cannot be removed.

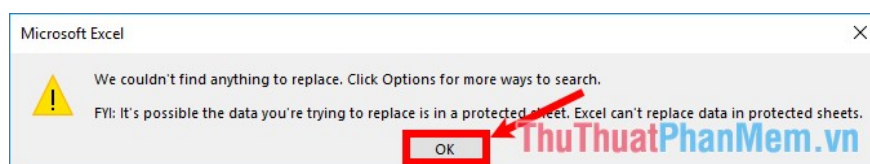
Step 1 : Select the data area to delete spaces, next you select **Ctrl + H** to open the **Find & Replace** dialog box .



Step 2: In the **Replace** tab, press the spacebar twice in the **Find what** box , in the **Replace With** box press the space key once (searching for locations with two spaces will replace them with a space). Then click **Replace All** to replace all, a message appears, then click **OK** .



Because there are many spaces with more spaces than the two spaces, click **Replace All** to replace, when the message **We couldn't find anything to replace** appears , click **OK** and turn off the **Find & Replace** dialog box. .



So all spaces will be removed leaving only one space between words.

	A	B	C	D	E	F	G
1							
2		XÓA KHOẢNG TRẮNG TRONG EXCEL					
3		thuthuatphanmem.vn					
4							
5							
6		Họ và Tên					
7		Nguyễn Thị Anh					
8		Nguyễn Văn Bình					
9		Đinh Thị Châm					
10		Phạm Ngọc Duyên					
11		Nguyễn Văn Định					
12		Phạm Nhật Minh					
13		Nguyễn Thị Phương					
14		Đỗ Phương Thủy					
15							
16							
17							
18							

DELETE WHITE PLACES BETWEEN NUMBERS

Use the Substitute function

The TRIM function helps you remove spaces between words and keep between words 1 space, but if you want to remove all spaces between numbers without any spaces, you need to use the **SUBSTITUTE** function .

You just need to use the SUBSTITUTE function formula to remove spaces.

= SUBSTITUTE (C7; " "; "")

Where **C7** is the cell containing the number to delete all the spaces.

	A	B	C	D	E	F
1						
2		XÓA KHOẢNG TRẮNG TRONG EXCEL				
3		thuthuatphanmem.vn				
4						
5						
6		Họ và Tên	Số điện thoại	Hàm SUBSTITUTE		
7		Nguyễn Thị Anh	0974 850 832	=SUBSTITUTE(C7;" "; "")		
8		Nguyễn Văn Bình	0987 253 148			
9		Đinh Thị Châm	0121 245 3684			
10		Phạm Ngọc Duyên	0126 236 7896			
11		Nguyễn Văn Định	0919 245 789			
12		Phạm Nhật Minh	0988 426 785			
13		Nguyễn Thị Phương	0924 398 963			
14		Đỗ Phương Thủy	0986 159 357			
15						
16						
17						
18						

Copying the formula to the remaining cells will delete all spaces between the numbers.

	A	B	C	D	E	F
1						
2		XÓA KHOẢNG TRẮNG TRONG EXCEL				
3		thuthuatphanmem.vn				
4						
5						
6		Họ và Tên	Số điện thoại	Hàm SUBSTITUTE		
7		Nguyễn Thị Anh	0974 850 832	0974850832		
8		Nguyễn Văn Bình	0987 253 148	0987253148		
9		Đinh Thị Châm	0121 245 3684	01212453684		
10		Phạm Ngọc Duyên	0126 236 7896	01262367896		
11		Nguyễn Văn Định	0919 245 789	0919245789		
12		Phạm Nhật Minh	0988 426 785	0988426785		
13		Nguyễn Thị Phương	0924 398 963	0924398963		
14		Đỗ Phương Thủy	0986 159 357	0986159357		
15						
16						
17						
18						

Use Find & Replace

Step 1: In Excel worksheet, select the numeric data area to remove spaces, then press **Ctrl + H** to open the **Find & Replace** dialog box .

	A	B	C	D	E	F	G
1							
2		XÓA KHOẢNG TRẮNG TRONG EXCEL					
3		thuthuatphanmem.vn					
4							
5							
6		Thành tiền					
7		74 850 832					
8		87 253 148					
9		21 245 3684					
10		26 236 7896					
11		919 245 789					
12		88 426 785					
13		24 398 963					
14		6 159 357					
15							
16							
17							
18							

? ×

Find Replace

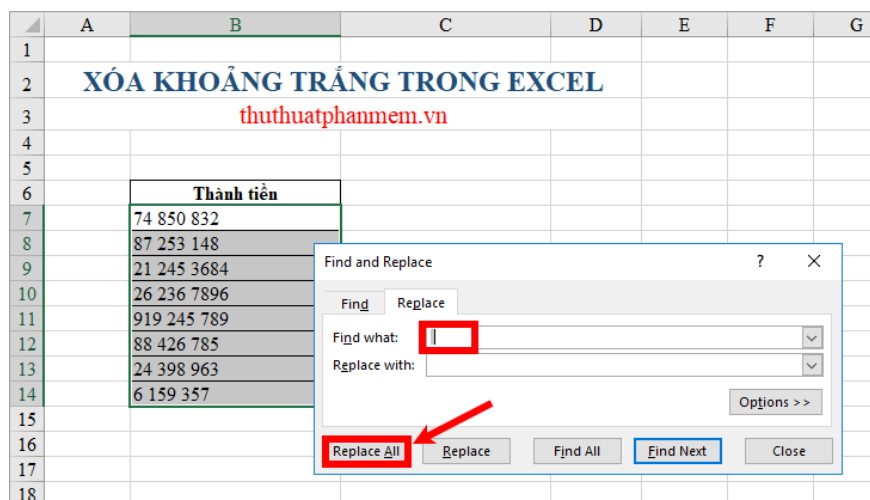
Find what:

Replace with:

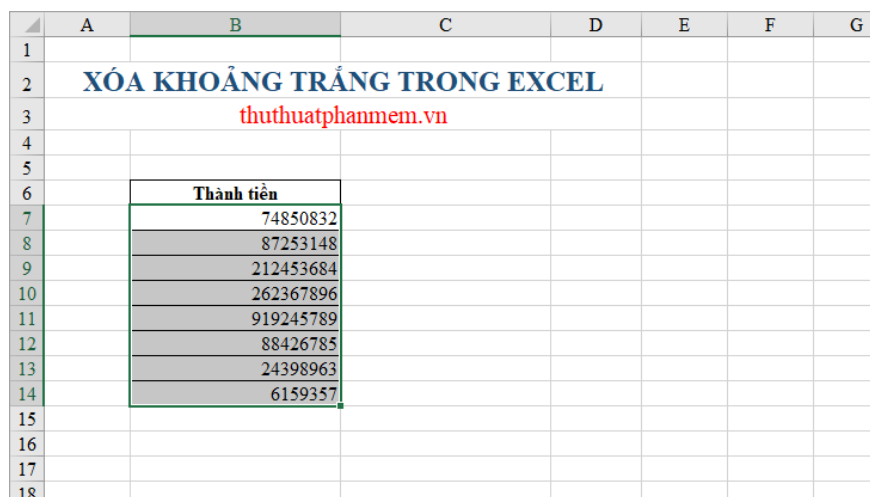
Options >>

Replace All Replace Find All **Find Next** Close

Step 2 : In the **Find & Replace** dialog box, press the spacebar once in the **Find What** box and in the **Replace with** box you do not enter anything. Click **Replace All** to remove the space between numbers.



If there are spaces in the middle of the numbers, then click **Replace All** again until no spaces are found, turn off **Find & Replace** . All spaces you select will have their spaces removed.



Above are ways to help you can delete spaces between words, remove spaces between numbers in Excel. Hopefully the article will help you in working with Excel. Good luck!

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