

# How to split strings in Excel

In Excel when working with character strings, there are many cases where it is necessary to split a string to use the data, but the amount of data needs to be separated quite large, if merely manually doing it takes a lot of time and effort. strength. The following article guides to

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## Some functions to use when splitting a string:

- **Left:** The function takes the substring to the left of the original string
- **Right:** The function takes the substring to the right of the original string
- **Mid:** The function takes the substring in the middle of the original string

## Syntax:

- **LEFT (text, [num\_char])**
- **RIGHT (text, [num\_char])**
- **MID (text, start\_num, num\_char)**

Inside:

- + text: The original string containing the string to be cut
- + num\_char: number of characters to cut.
- + start\_num: position to start retrieving the substring.

There are several ways to separate a string:

- Use the function to cut left, right, and mid strings combined with the replacement feature in Excel.
- Use the function left, right, mid,.... Combine a number of search functions to determine position in Excel.

In 2 examples below give detailed instructions to you how to split strings in Excel many practical applications today.

## Example 1: Separate a first and last name field into 3 separate fields: first, middle, and middle names

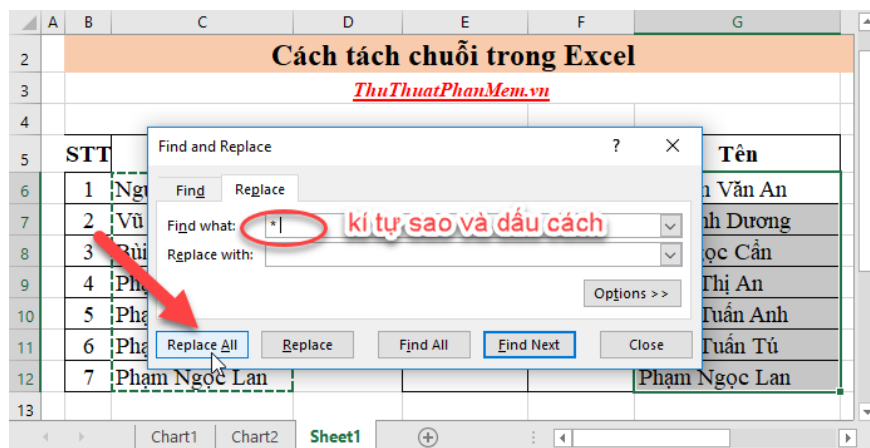
**Step 1:** Copy the entire column data and first name to the first column :

STT	Họ và tên	Họ	Tên lót	Tên
1	Nguyễn Văn An			Nguyễn Văn An
2	Vũ Đình Dương			Vũ Đình Dương
3	Bùi Ngọc Cẩn			Bùi Ngọc Cẩn
4	Phạm Thị An			Phạm Thị An
5	Phạm Tuấn Anh			Phạm Tuấn Anh
6	Phạm Tuấn Tú			Phạm Tuấn Tú
7	Phạm Ngọc Lan			Phạm Ngọc Lan

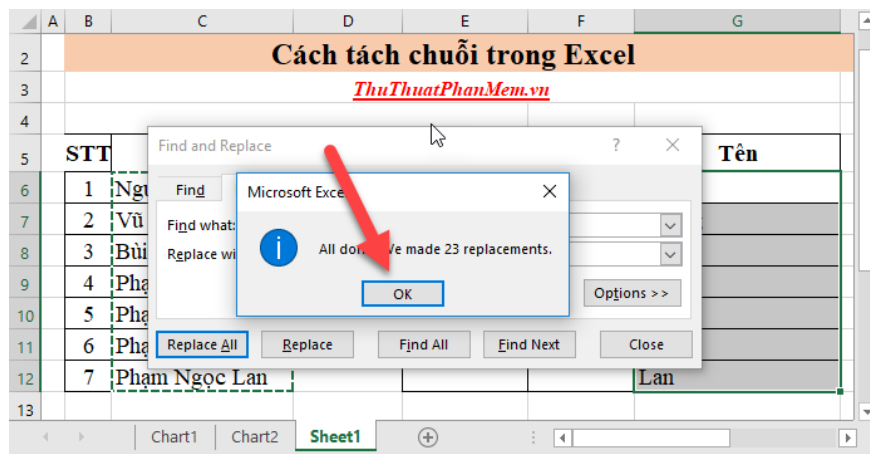
**Step 2:** Highlight all the data in the **Name** column -> press **Ctrl + H** to enter the following content:

- **Find what section:** enter the characters '\*' and spaces.
- Section **Replace with:** Leave blank

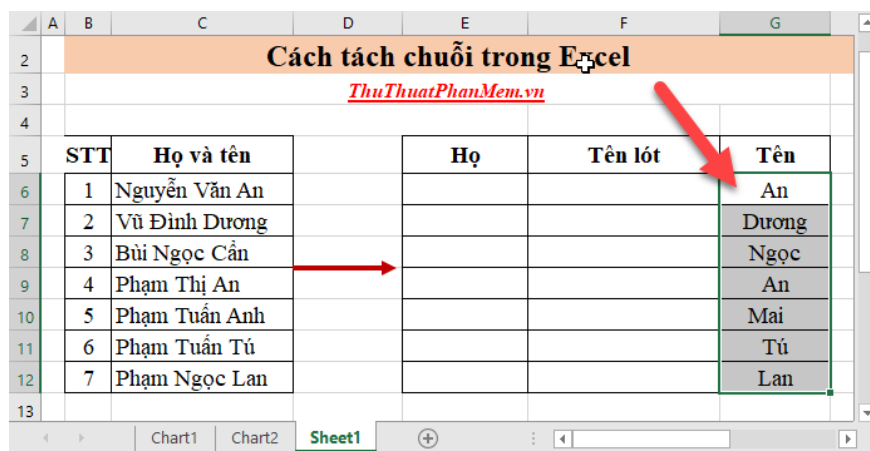
Click **Replace all** to replace all characters before the space with white space:



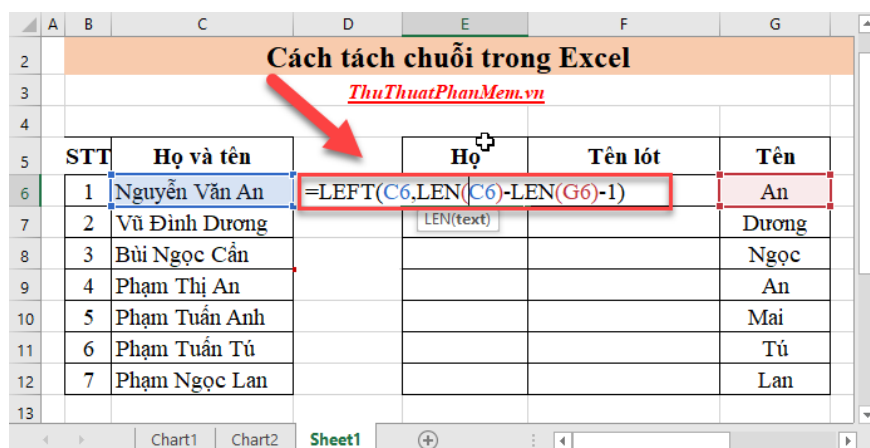
**Step 3:** A dialog box appears has been replaced, click **OK**:



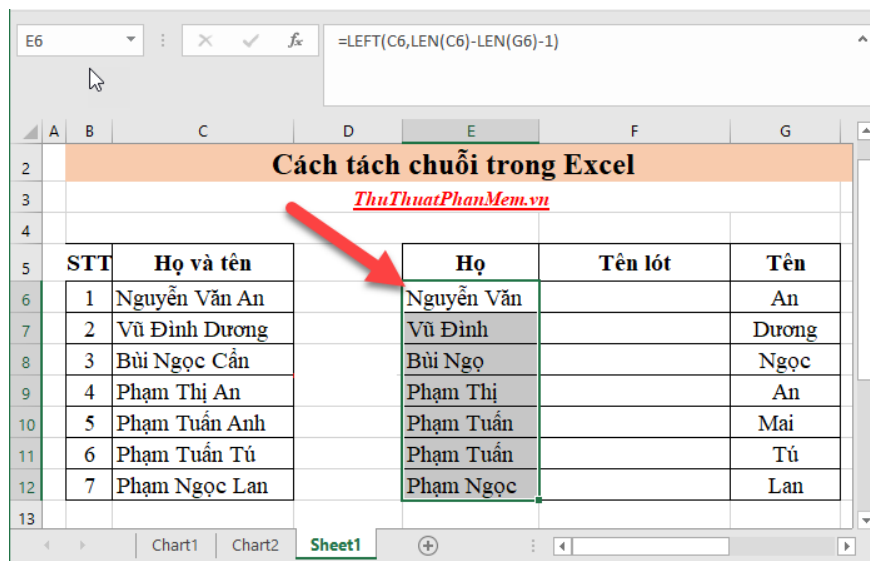
Result obtained from the first and last name column:



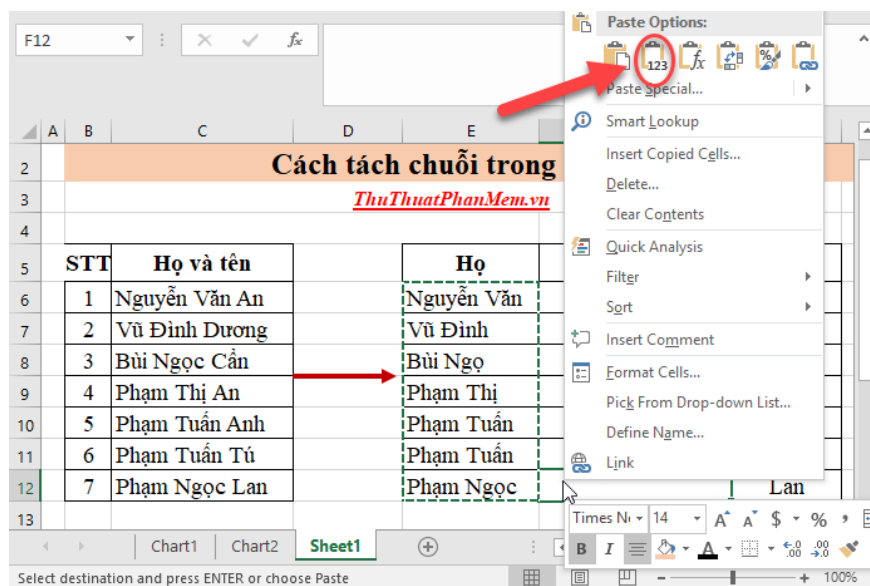
**Step 4:** Get the first and last values ??from the first and last name column by entering the formula: = LEFT (C6, LEN (C6) -LEN (G6) -1)



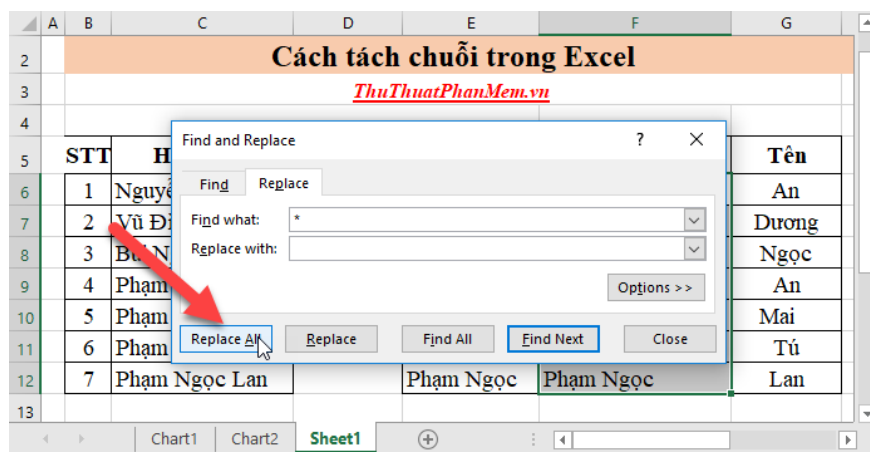
Pressing **Enter** results:



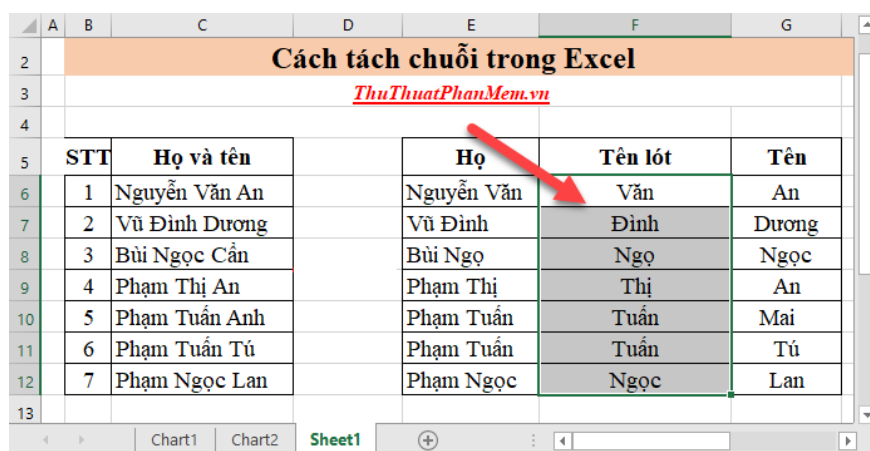
**Step 5:** Copy the entire column they just got pasted into the middle name column, note that in the process of pasting into the column name, then right-click and choose paste according to the value type as shown:



**Step 6:** Do the same as the column name to get the middle name value by using replace feature in Excel:

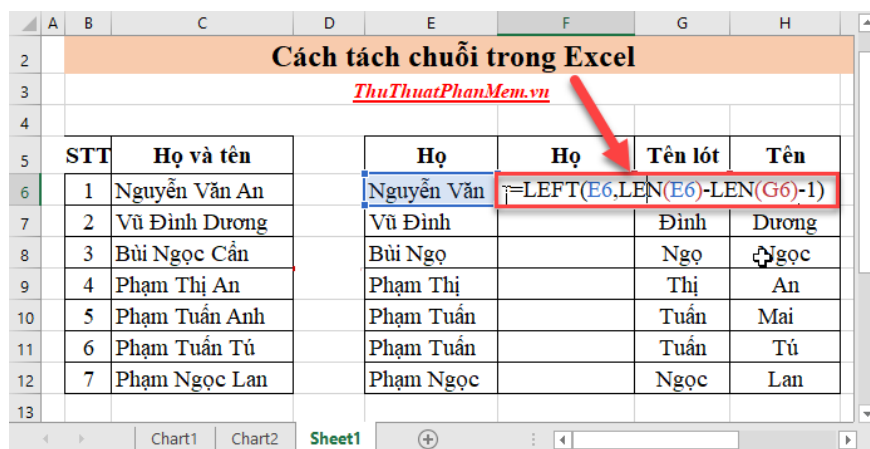


Result of the middle name from the last column:

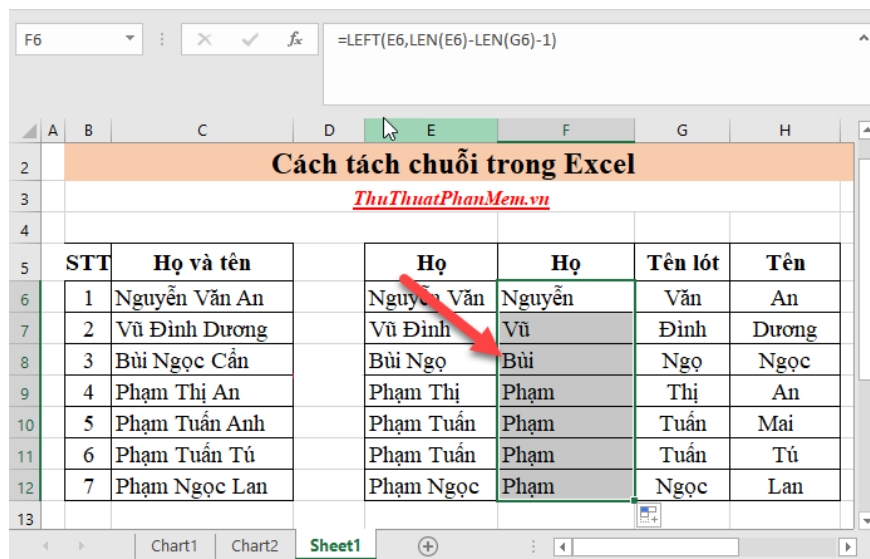


**Step 7:** Get the value for the last column.

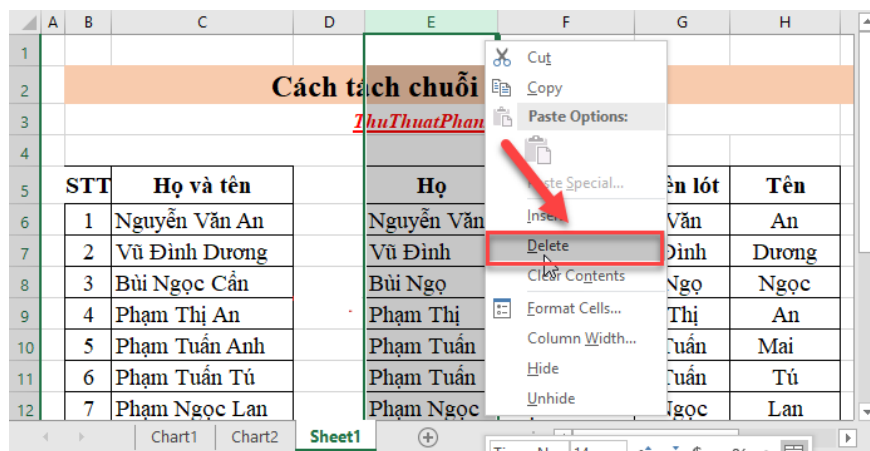
- Create 1 column next to the Last column in the cell to get the value they enter the formula: = **LEFT (E6, LEN (E6) -LEN (G6) -1)**



Press **Enter** -> copy the formula for the remaining values ??to result:



**Step 8:** Copy and paste the column value of the last column again by the value -> delete the last outermost column (note if not copying and pasting the value type for the Last column column when deleting the extra column). error)



As a result, you have separated 3 surname, middle name and first name from the first and last column column. This is a quick and easy way to save time and effort when separating your first and last name:

STT	Họ và tên	Họ	Tên lót	Tên
1	Nguyễn Văn An	Nguyễn	Văn	An
2	Vũ Đình Dương	Vũ	Đình	Dương
3	Bùi Ngọc Cấn	Bùi	Ngọc	Ngọc
4	Phạm Thị An	Phạm	Thị	An
5	Phạm Tuấn Anh	Phạm	Tuấn	Mai
6	Phạm Tuấn Tú	Phạm	Tuấn	Tú
7	Phạm Ngọc Lan	Phạm	Ngọc	Lan

## Example 2: From the value when importing materials to split the string of characters into 2 parts of product name and origin.

- In this article, when importing materials, including the name of supplies and origin separated by dashes. To perform a split sequence use the Left and Right functions. However, because each item has a different name and length, it is not known in advance the number of characters to be taken in the Left and Right functions:

STT	Vật tư đã nhập	Tên sản phẩm	Xuất xứ
1	Moteur 2HP-Đài Loan		
2	Que hàn 3ly-Hàn Quốc		
3	Thép lá (LG)-Đức		
4	Sơn nước-Anh		
5	Tôn lạnh-Nhật Bản		
6	Thép tấm 5 ly-Nhật bản		
7	Sơn lót G322 Benzo-Hàn Quốc		

- Because in all input values including supplies name and origin are separated by dashes based on dashes to determine the number of characters to be taken for the Left and Right functions by using the Find function.

How to separate the product name and product origin follow these steps:

**Step 1:** In the cell to get the product name enter the formula: = **LEFT (C6, FIND ('-', C6) -1)**

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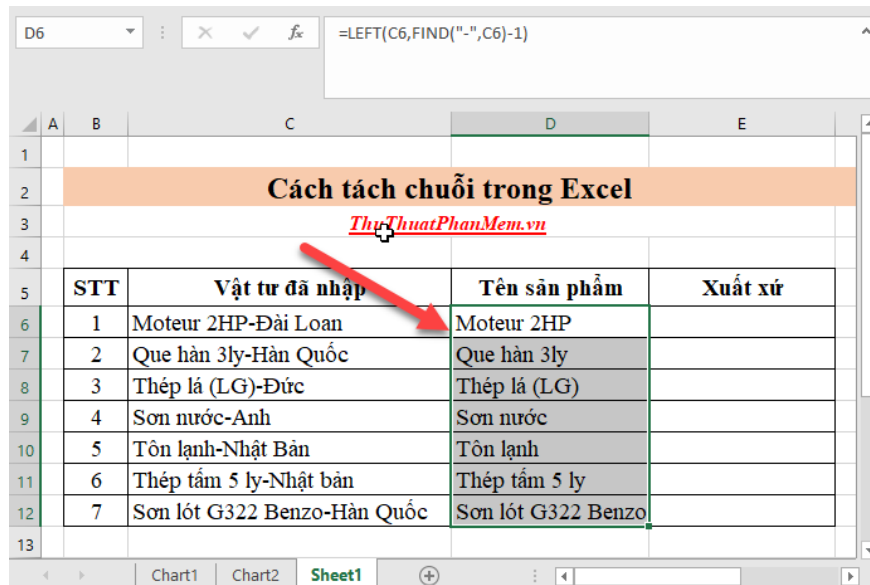
STT	Vật tư đã nhập	Tên sản phẩm	Xuất xứ
1	Moteur 2HP-Đài Loan	=LEFT(C6,FIND("-",C6)-1)	
2	Que hàn 3ly-Hàn Quốc		
3	Thép lá (LG)-Đức		
4	Sơn nước-Anh		
5	Tôn lạnh-Nhật Bản		
6	Thép tấm 5 ly-Nhật bản		
7	Sơn lót G322 Benzo-Hàn Quốc		

**Step 2:** Press **Enter** to get the product name from the imported supplies:

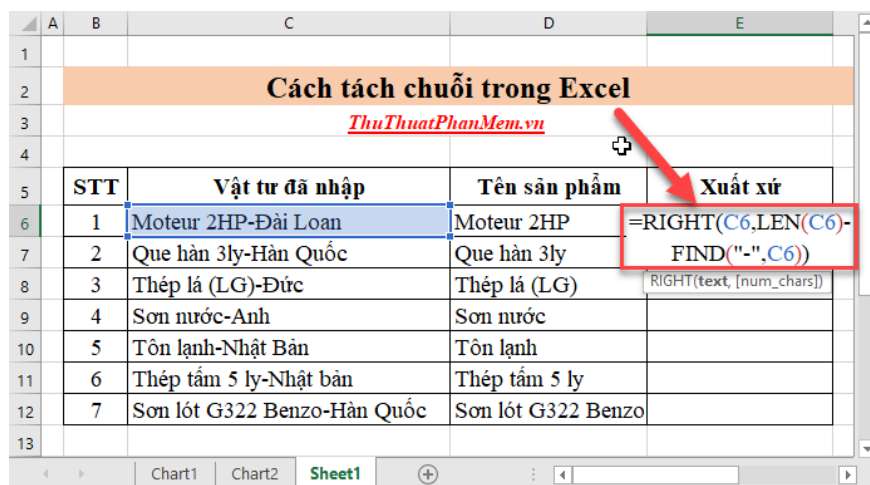
**Cách tách chuỗi trong Excel**  
[ThuThuatPhanMem.vn](http://ThuThuatPhanMem.vn)

STT	Vật tư đã nhập	Tên sản phẩm	Xuất xứ
1	Moteur 2HP-Đài Loan	Moteur 2HP	
2	Que hàn 3ly-Hàn Quốc		
3	Thép lá (LG)-Đức		
4	Sơn nước-Anh		
5	Tôn lạnh-Nhật Bản		
6	Thép tấm 5 ly-Nhật bản		
7	Sơn lót G322 Benzo-Hàn Quốc		

**Step 3:** Copy the formula for the remaining values:



**Step 4:** In the box you need to get the origin of the input material: = **RIGHT (C6, LEN (C6) -FIND ('-', C6))**



**Step 5:** Press **Enter** -> copy the formula for the remaining values ??to result:

E6    =RIGHT(C6,LEN(C6)-FIND("-",C6))

STT	Vật tư đã nhập	Tên sản phẩm	Xuất xứ
1	Moteur 2HP-Đài Loan	Moteur 2HP	Đài Loan
2	Que hàn 3ly-Hàn Quốc	Que hàn 3ly	Hàn Quốc
3	Thép lá (LG)-Đức	Thép lá (LG)	Đức
4	Sơn nước-Anh	Sơn nước	Anh
5	Tôn lạnh-Nhật Bản	Tôn lạnh	Nhật Bản
6	Thép tấm 5 ly-Nhật bản	Thép tấm 5 ly	Nhật bản
7	Sơn lót G322 Benzo-Hàn Quốc	Sơn lót G322 Benzo	Hàn Quốc

So, with simple steps, you can separate the product name and origin from the imported supplies code:

STT	Vật tư đã nhập	Tên sản phẩm	Xuất xứ
1	Moteur 2HP-Đài Loan	Moteur 2HP	Đài Loan
2	Que hàn 3ly-Hàn Quốc	Que hàn 3ly	Hàn Quốc
3	Thép lá (LG)-Đức	Thép lá (LG)	Đức
4	Sơn nước-Anh	Sơn nước	Anh
5	Tôn lạnh-Nhật Bản	Tôn lạnh	Nhật Bản
6	Thép tấm 5 ly-Nhật bản	Thép tấm 5 ly	Nhật bản
7	Sơn lót G322 Benzo-Hàn Quốc	Sơn lót G322 Benz	Hàn Quốc

The above is a detailed guide on how to split strings in Excel based on specific examples. Good luck!

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