

How to strike through text in Google Sheets and Google Docs

Similar to Microsoft Word and Excel, Google Docs and Google Sheets on Google Drive also support strikethrough text formatting. In this article, TipsMake will guide you on how to easily and simply strikethrough text in Google Sheets and Google Docs.

During **proofreading** or **document editing** , both manually and with the help of a computer, strikethrough formatting conveys the editor's intention that the text in question is no longer relevant or needs to be omitted and replaced with new information. Additionally, strikethrough formatting can be applied to mark completed tasks on to-do lists or purchased items on shopping lists. This article will share with you how to **strikethrough text in Google Docs and Google Sheets** .



How to write strikethrough text in Google Docs and Google Sheets

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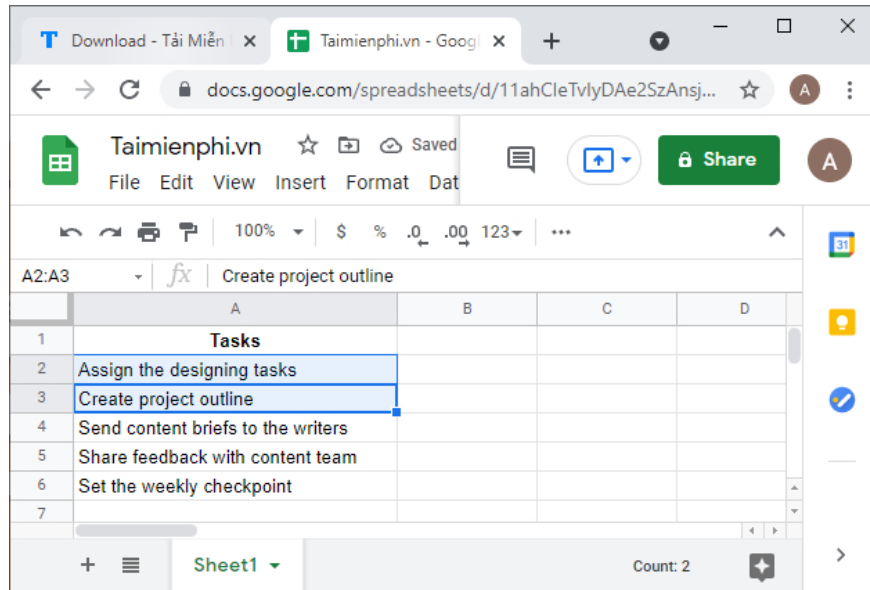
III. Removing strikethrough formatting in Google Docs and Google Sheets .

I - How to strike through text in Google Sheets

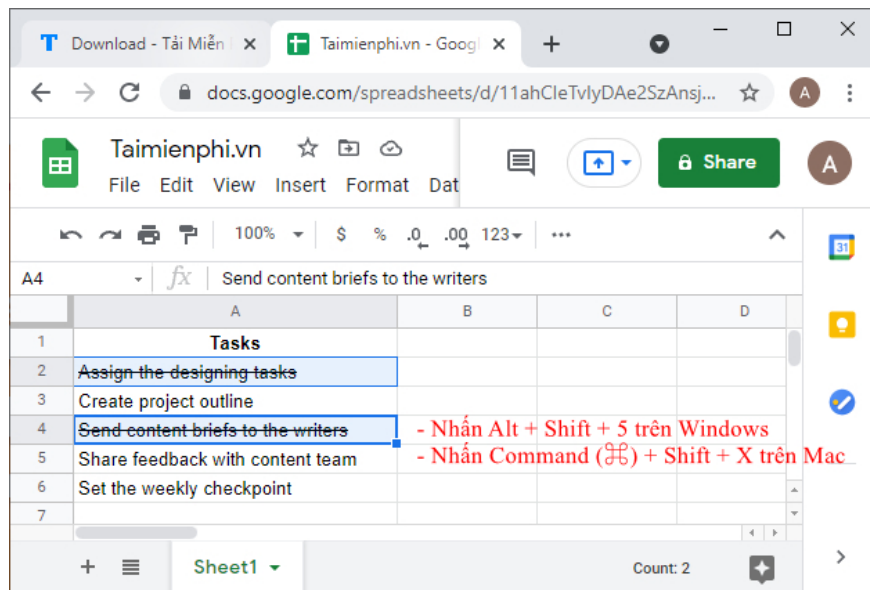
To apply strikethrough formatting to text in a **Google Sheets** spreadsheet , choose one of the following three methods:

1. Apply strikethrough formatting in Google Sheets using a keyboard shortcut.

Step 1: Click to select a cell or cells containing the text you want to apply strikethrough formatting to.

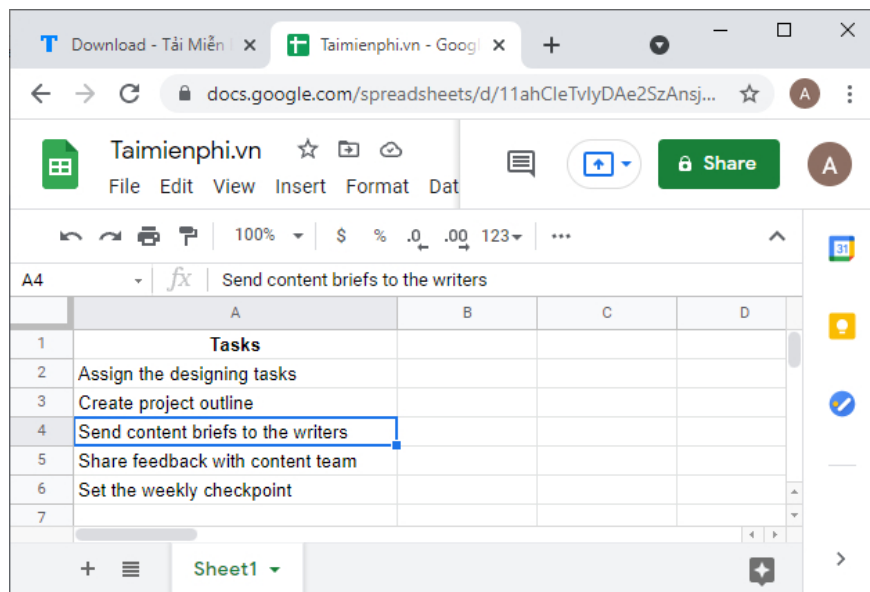


Step 2: Next, press the **Alt + Shift + 5** key combination on **Windows** or **Command (?) + Shift + X** on a **Mac**.

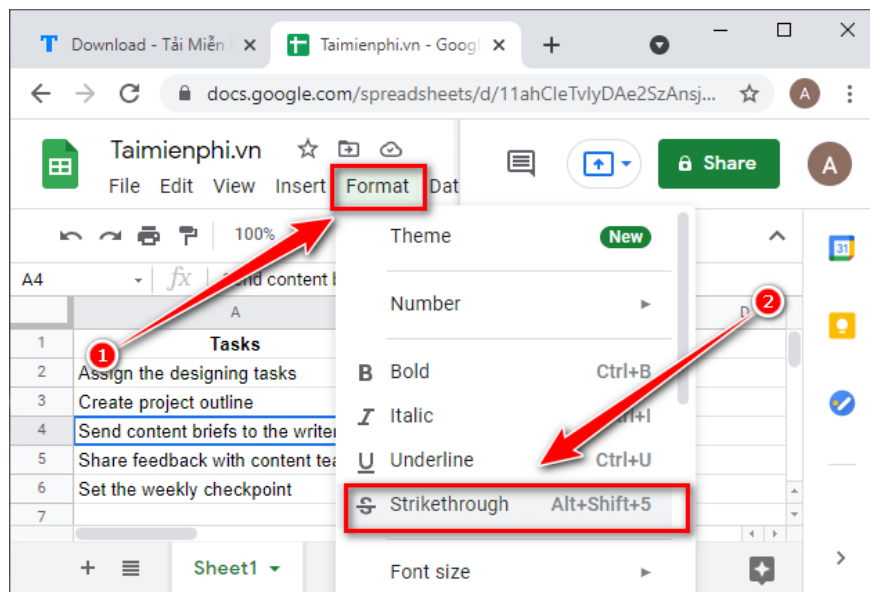


2. Apply strikethrough formatting in Google Sheets from the Format menu.

Step 1: Click to select a cell or cells containing the text you want to apply strikethrough formatting to.



Step 2: Click the **Format** menu on the ribbon and select **Strikethrough**.

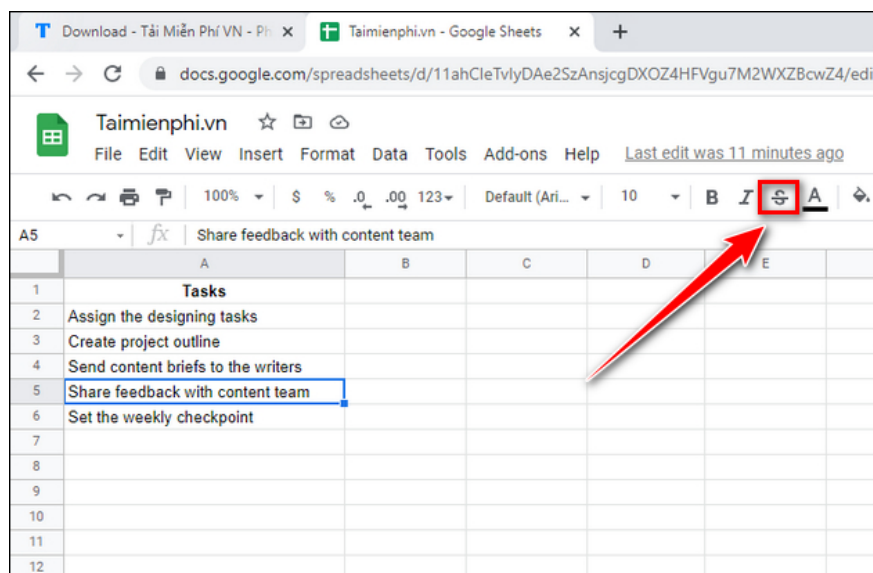


3. Apply strikethrough formatting in Google Sheets from the toolbar.

Step 1: Click to select a cell or cells containing the text you want to apply strikethrough formatting to.

Step 2: Click the **Strikethrough** icon (the letter S with a horizontal line through it) on the toolbar.

(If this icon is not displayed, go to **Format**, select **Text**, then select **Strikethrough**.)

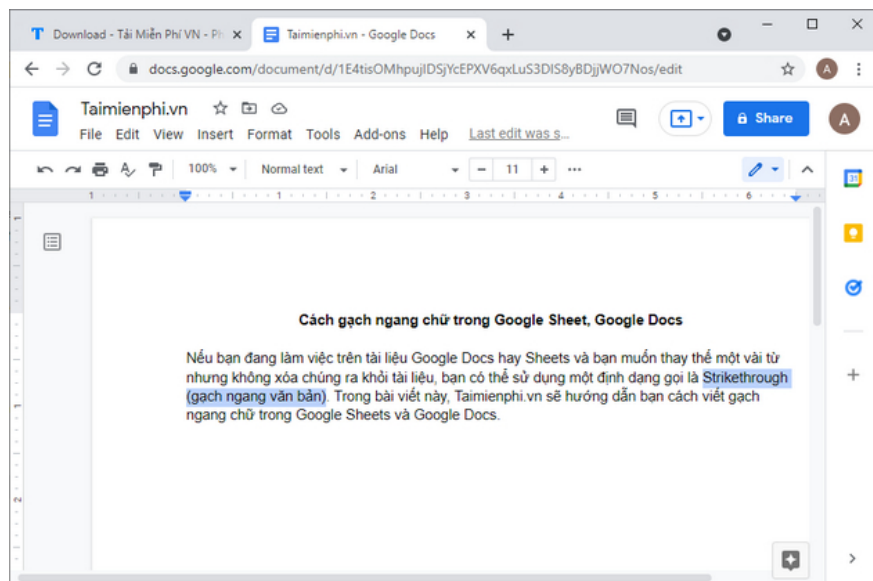


II - How to strike through text in Google Docs

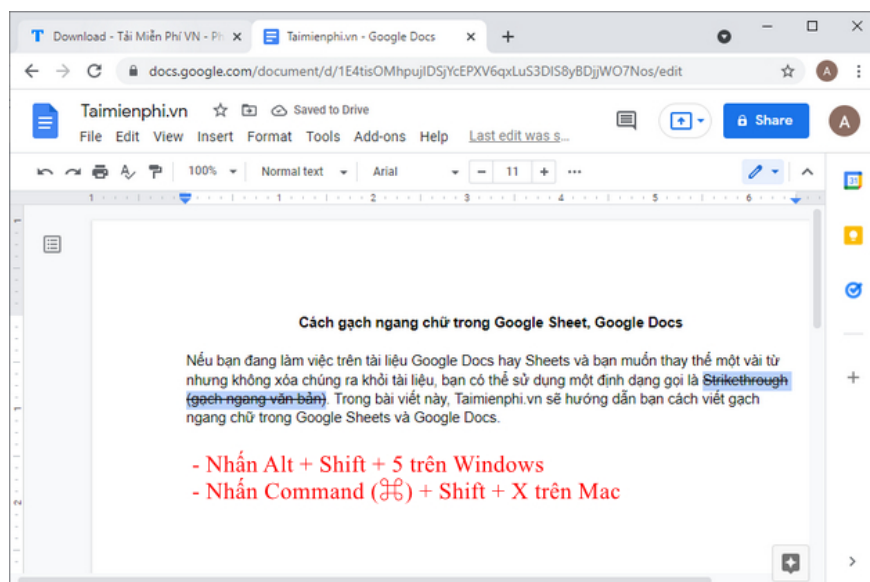
Applying strikethrough formatting to text in Google Docs is also very simple. Just follow the instructions below:

1. Apply strikethrough formatting in Google Docs using a keyboard shortcut.

Step 1: Highlight the text you want to apply the strikethrough formatting to.

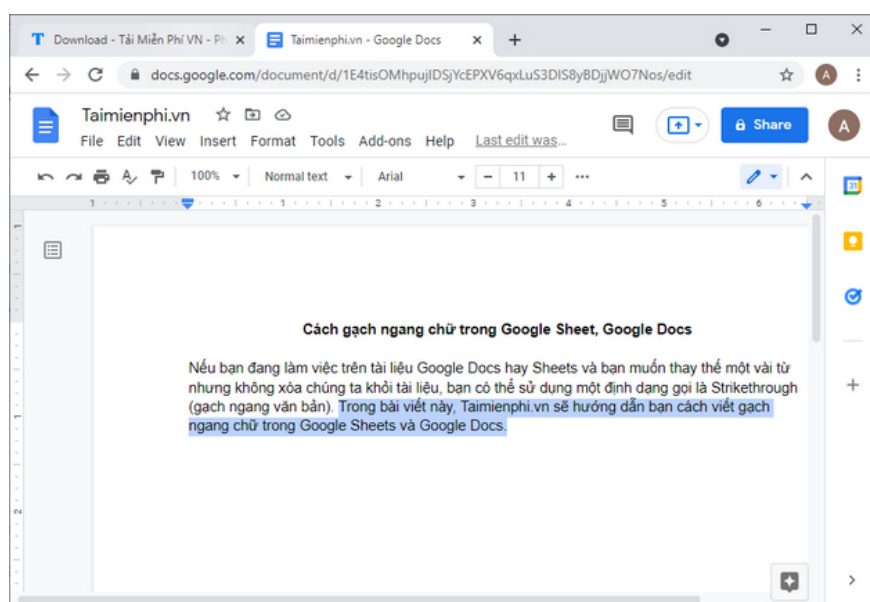


Step 2: Next, press the **Alt + Shift + 5** key combination on Windows or **Command (?) + Shift + X** on a Mac.

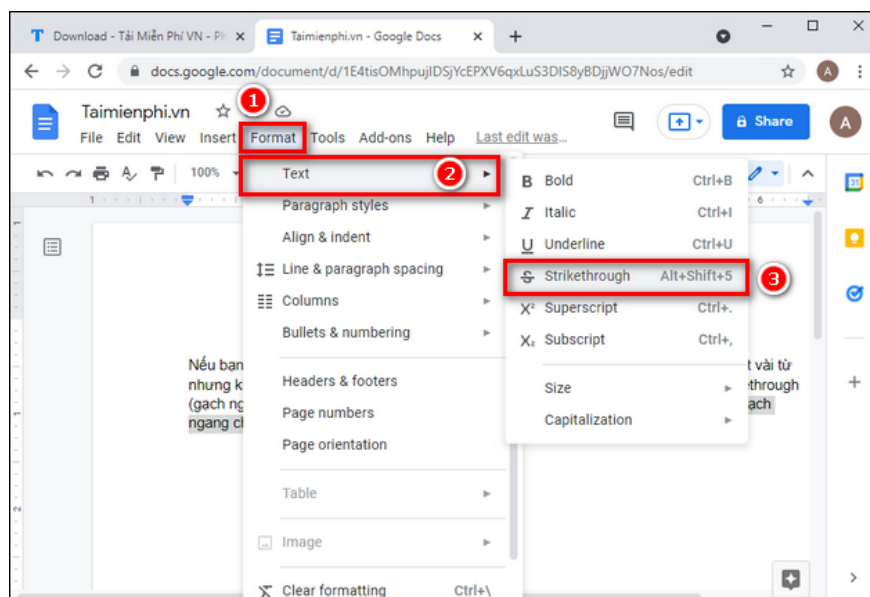


2. Apply strikethrough formatting in Google Docs from the Format menu.

Step 1: Highlight the text you want to apply the strikethrough formatting to.

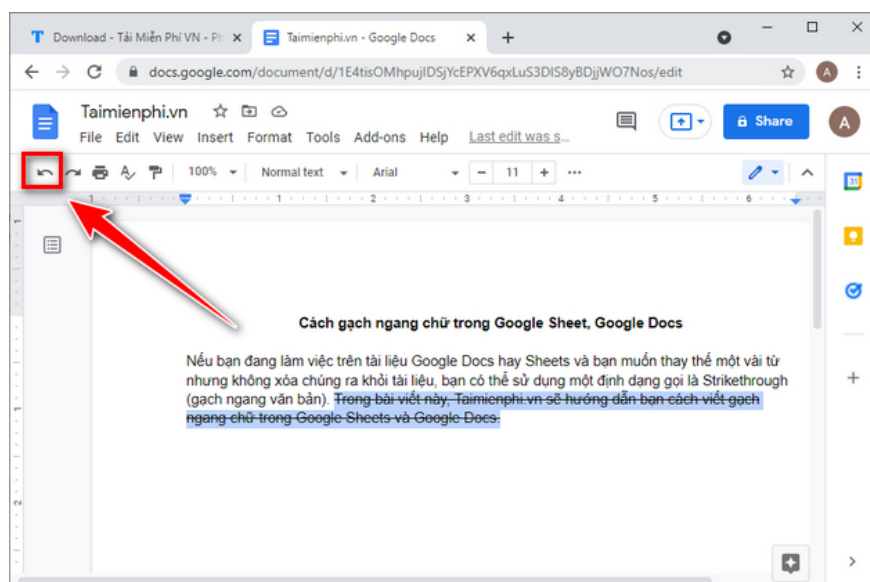


Step 2: Click on the **Format** menu on the ribbon, then click on **Text > Strikethrough**.



III - Removing strikethrough formatting in Google Docs and Google Sheets

If the strikethrough was the last action you took, you can immediately tap **the Undo button** in the upper right corner of the screen or use the **Edit** menu on the ribbon to remove the strikethrough formatting.



Alternatively, you can simply select the text with the strikethrough formatting applied in your Google Sheets spreadsheet or Google Docs document, then press **Alt + Shift + 5 on Windows** or **Command (?) + Shift + X** on a Mac. You can also remove the strikethrough formatting by repeating the same steps you took to apply the strikethrough formatting to the text.

Although strikethrough formatting isn't very common, there will be times when you need to use it. When that happens, simply apply the methods shared by TipsMake in this article to strike through text in Google Docs and

Google Sheets.

You finished reading the article "**How to strike through text in Google Sheets and Google Docs**" 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.

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