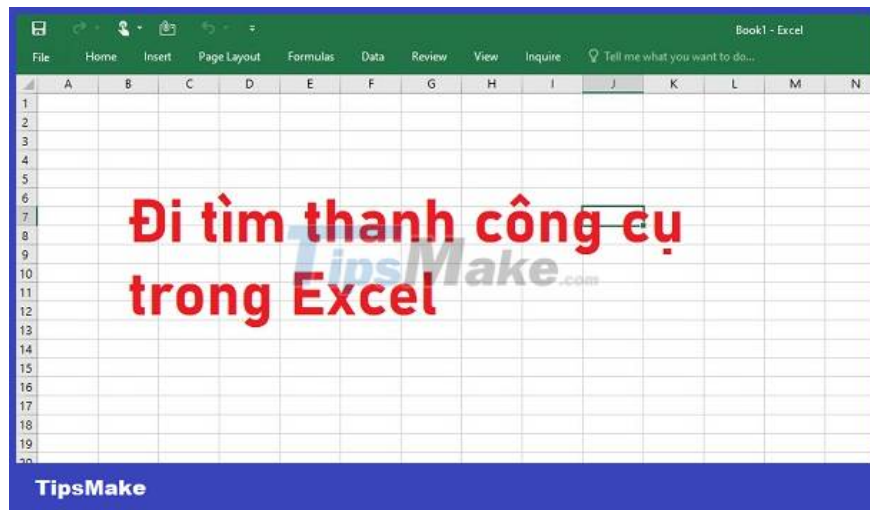


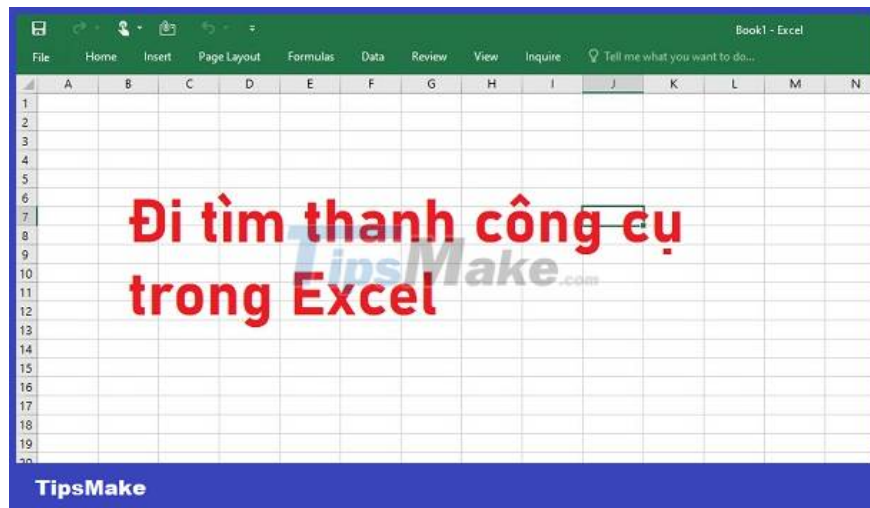
Lost toolbar in Excel and very simple way to display it again

Losing the toolbar in Excel makes you confused and unable to continue working? This is not a very complicated problem

Losing the toolbar in Excel makes you confused and unable to continue working? This is not a very complicated problem, TipsMake has tips for you to fix.

The toolbar in Excel plays an extremely important role when users use it to perform the operations they need during work. Therefore, if the toolbar suddenly 'disappears', users will certainly encounter many difficulties while working with Excel. So that you don't have to worry about this problem anymore, **TipsMake** will help you fix the error of **missing toolbars in Excel** quickly and effectively with effective **tips** .





Lost toolbar in Excel, how to find it again? (Detailed instructions)

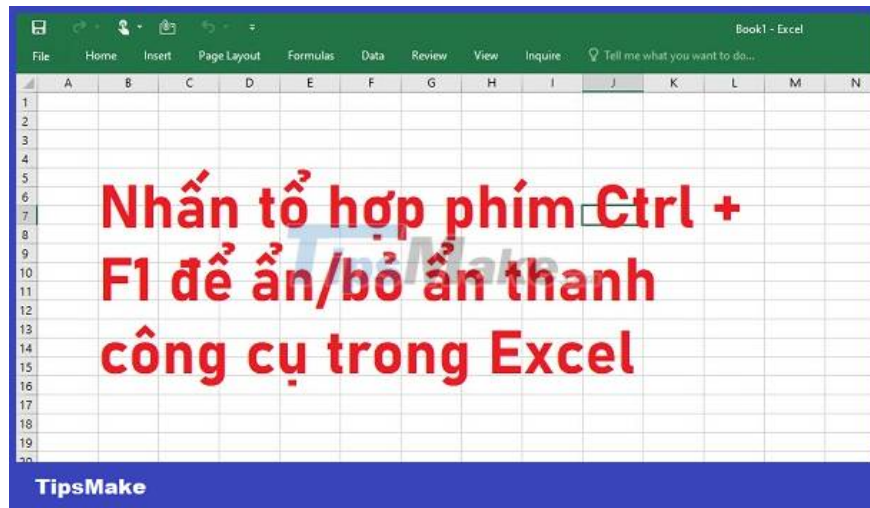
The Excel toolbar, also known as the Ribbon, is usually located at the top when you open Excel. This is where tabs such as Home, Insert, Page layout. are located, and each tab will have different command buttons in it. It's a disaster to lose the toolbar in Excel because you can't do anything when you need the familiar tabs on the toolbar.

But don't worry, it's possible that you or someone else accidentally used the method to hide the toolbar in Excel, causing it to be hidden. And the way to re-display below will help you reopen it in a snap.

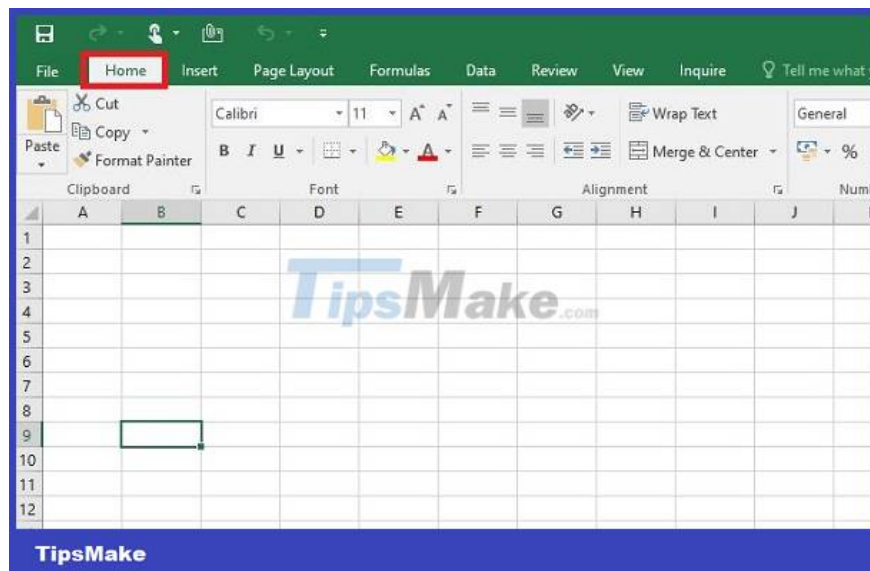
How to show toolbar in Excel 2016/2007/2010/2013

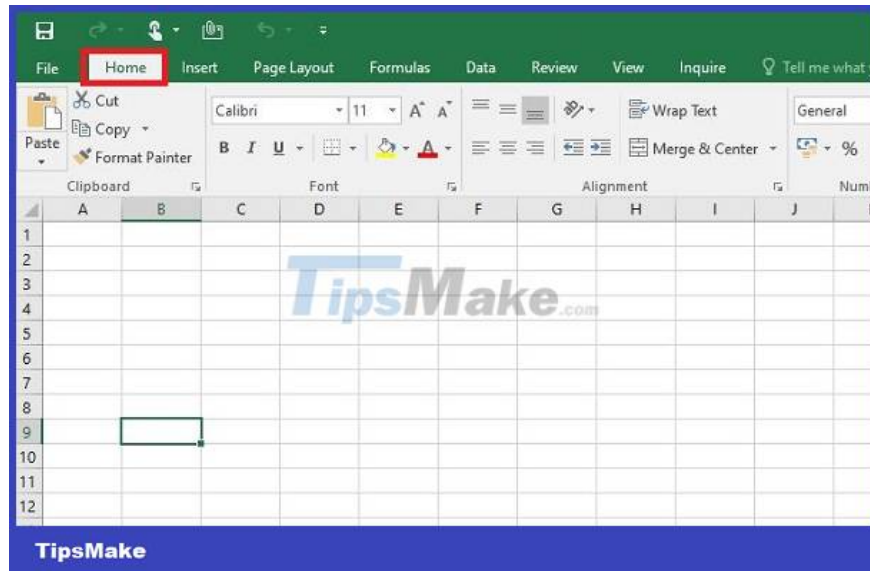
The way to display toolbars in Excel 2010, 2016. is not too different. Admin will give detailed instructions with Excel version 2016, please apply to your Excel.

1. *If the Excel toolbar is hidden, the fastest way is to use the keyboard shortcut to show it again. Specifically, users just need to press the key combination **Ctrl + F1** to bring up the Excel toolbar again and that's it. Note: You need to hold the Ctrl key first before pressing F1. Or if you want to hide the toolbar to make it more spacious, press this key combination.*



1. In addition, you can also use the mouse to hide/unhide the toolbar in Excel > In Excel where the toolbar is hidden, click on any tab > Then, double-click (2 times in a row.) into that tab to unhide the toolbar > Or do the same if you want to hide the Ribbon.

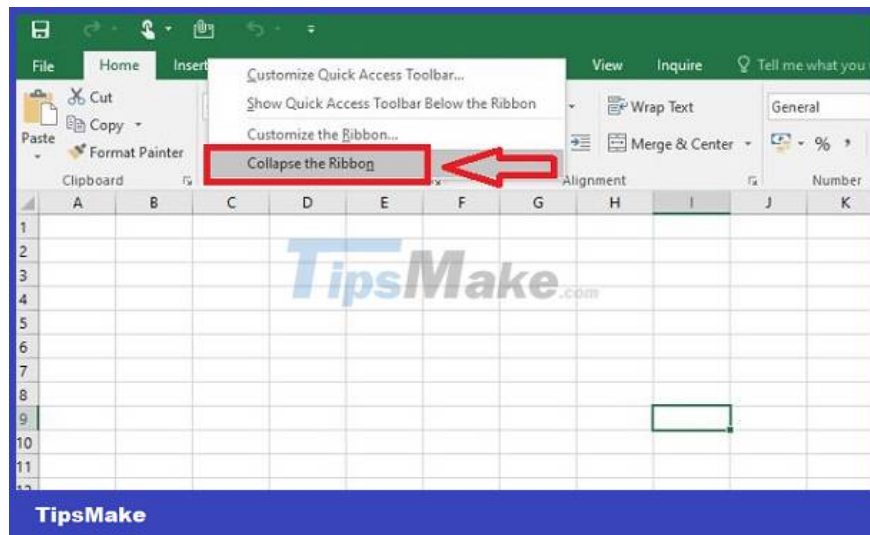


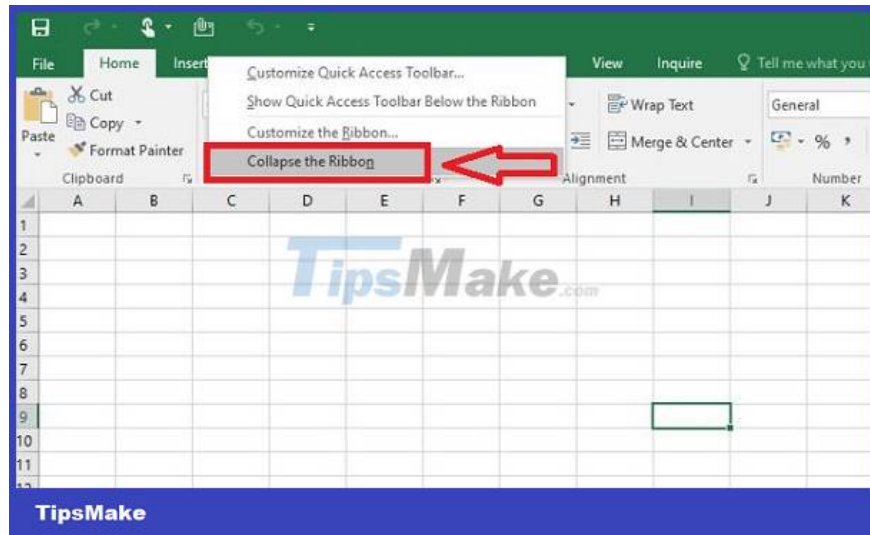


Use the command to show the toolbar in Excel again

Besides the above solutions, you can also use the command to hide/show the toolbar in Excel.

1. **For version 2010 and newer versions of Excel** : Users just need to right-click anywhere in the Ribbon toolbar > When the list is displayed, select **Collapse the Ribbon** to hide > If you want to open it hidden, you Also right-click on the tab bar > Select **Collapse the Ribbon** to unhide and you're done.



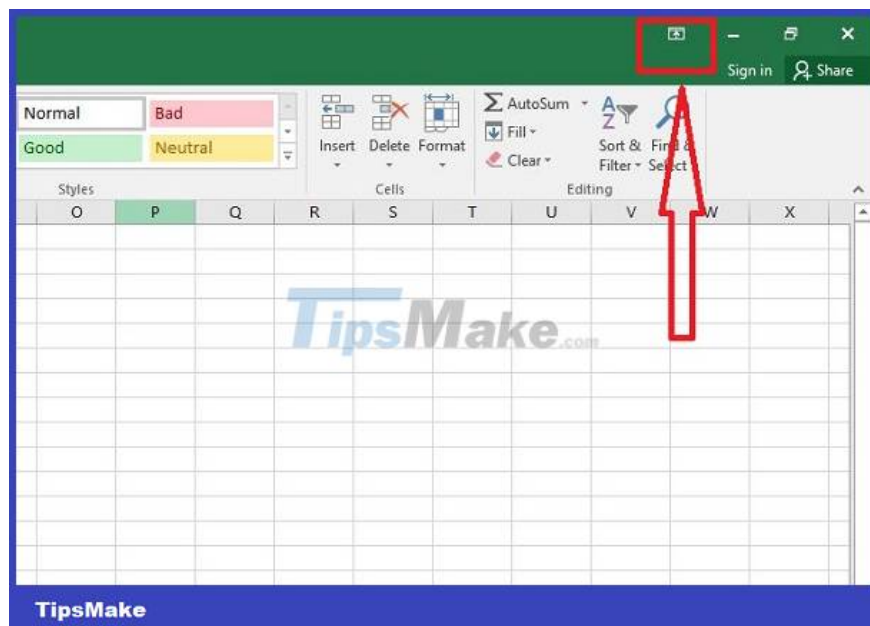


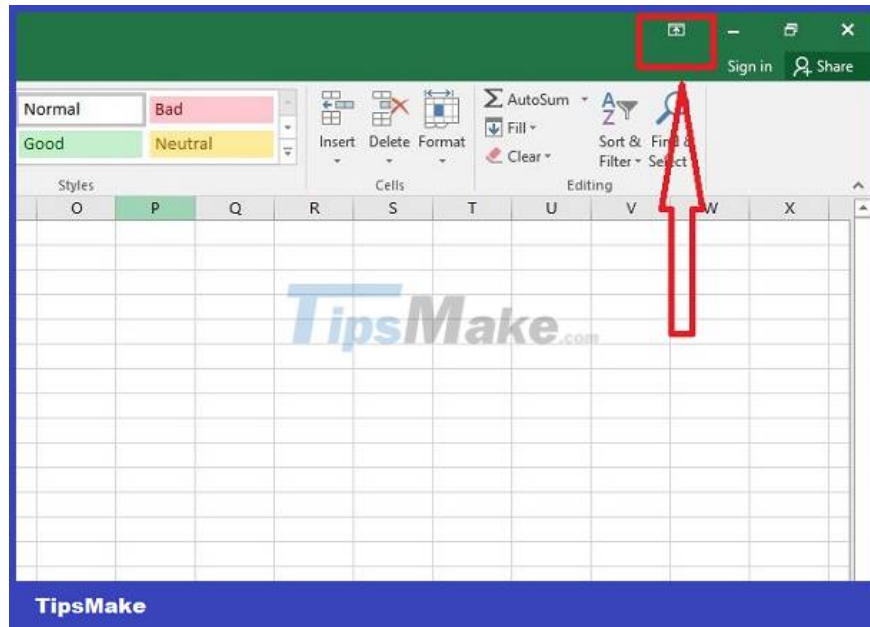
1. **Only for Excel 2007 version** : You need to right-click on an empty spot on the toolbar > Select **Minimize the Ribbon** to hide/unhide the Ribbon toolbar!

Instructions on how to automatically display the Excel toolbar (Excel 2010 and later)

In case of losing the menu bar in Excel, it is completely lost and the above methods cannot be applied. Please use this solution to fix:

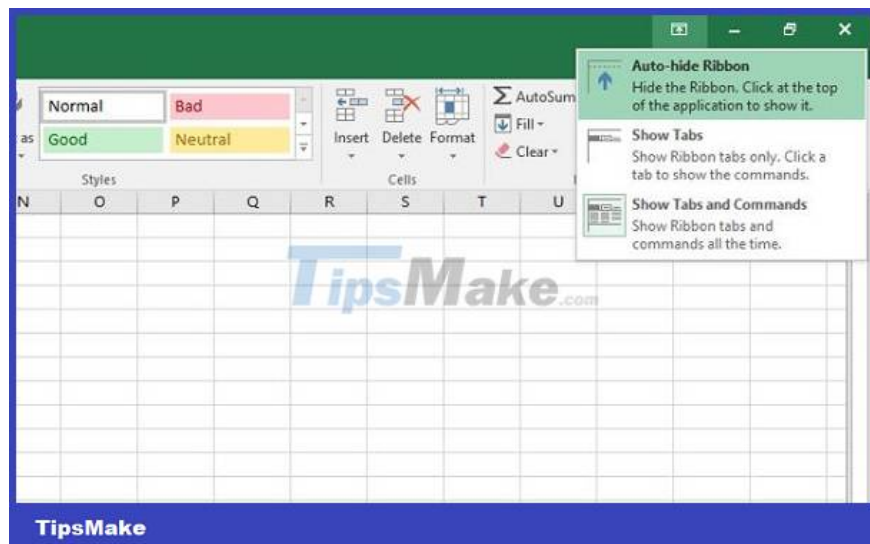
1. **Step 1** : In the Excel file, click on the square with an arrow as shown.

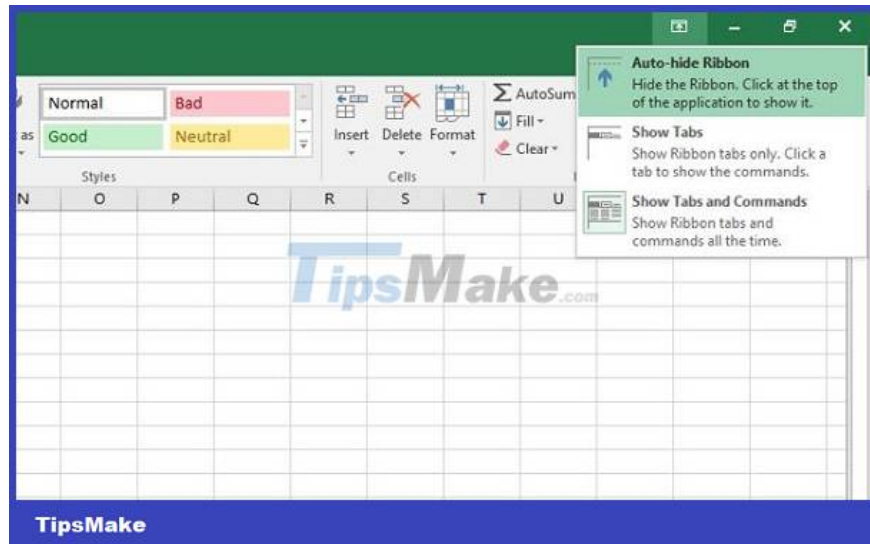




1. **Step 2** : After that, 3 options will appear and you should choose the option you need:

1. **Auto-hide Ribbon** : This is a feature that helps hide the Excel toolbar when you don't use it (automatically). Excel hides both the Ribbon and Command bar completely if the user does not use it. In case you want to use the Ribbon, you need to click on the section at the top of the Excel interface and you're done.
2. **Show Tabs** : This is an option that allows only the Tab bar to appear in Excel. The only visible thing is the Tab bar and the Command bar will be hidden.
3. **Show Tabs and Command** : In contrast to the above option, this is a feature that helps show both the Tab bar as well as the Command bar. And neither will be lost if you don't use it.





Instructions for un hiding the Excel toolbar on other versions

1. **For Excel 2003** : This version is too old and has 3 toolbars: Standard Toolbar, Formatting Toolbar and Drawing Toolbar. This version cannot hide the toolbar, so you don't need to worry.
2. **For Microsoft Office 365 Excel** : Click on ' **Home** ' > Click on the button with the pin icon (located on the right side) > The toolbar will display.



It's not too difficult to fix the problem of missing toolbars in Excel, right? TipsMake wishes you success!

You finished reading the article "**Lost toolbar in Excel and very simple way to display it again**" 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.