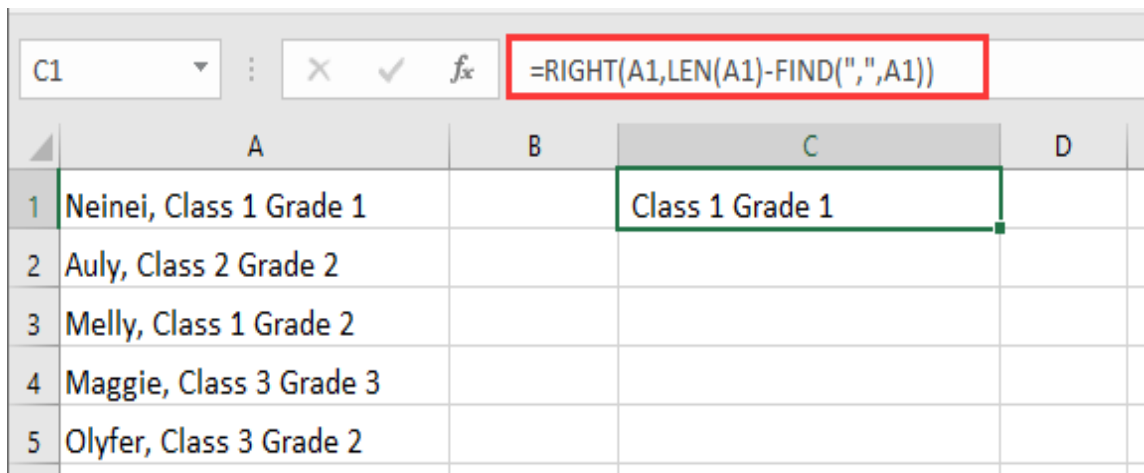


DO YOU KNOW

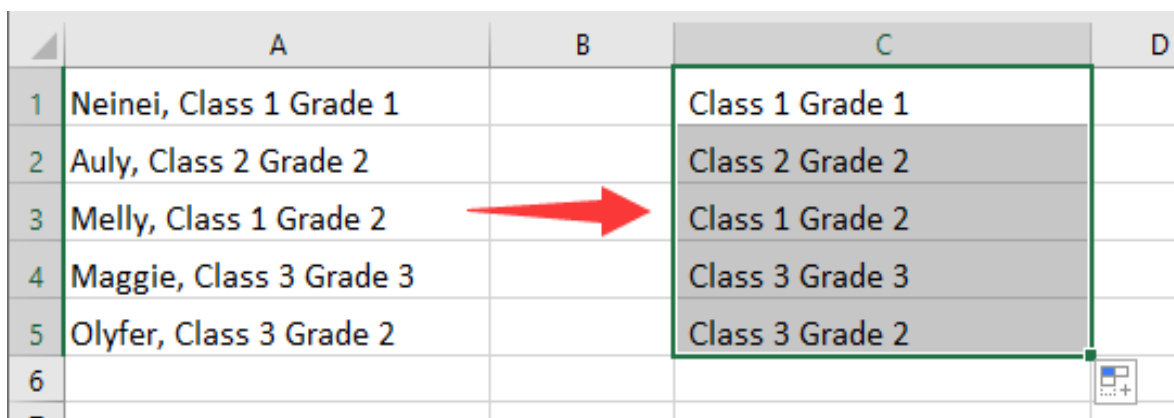
HOW TO TRIM TEXT BEFORE AND AFTER CHARACTERS WITH EXCEL FORMULA?

1. Select a blank cell and type this formula **=RIGHT(A1,LEN(A1)-FIND(",",",A1))** into it, and press **Enter** key. See screenshot:



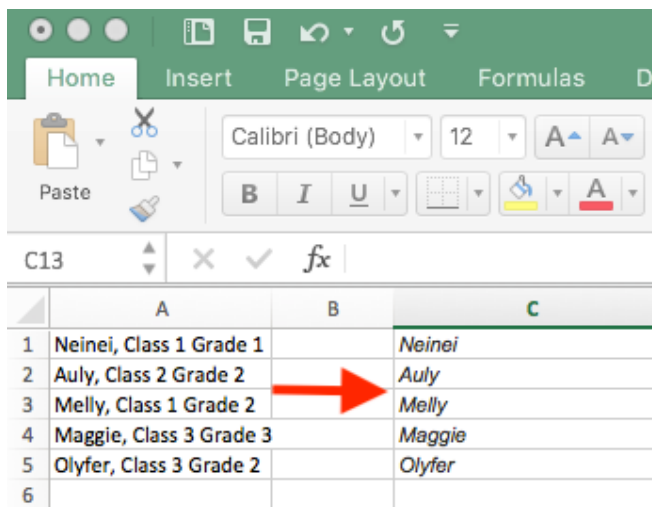
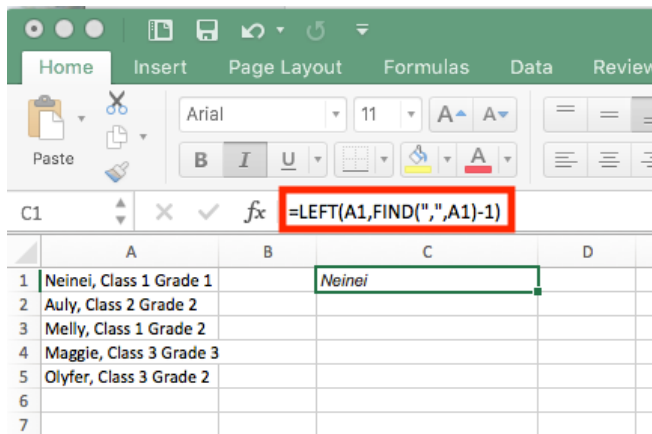
	A	B	C	D
1	Neinei, Class 1 Grade 1		Class 1 Grade 1	
2	Auly, Class 2 Grade 2			
3	Melly, Class 1 Grade 2			
4	Maggie, Class 3 Grade 3			
5	Olyfer, Class 3 Grade 2			

2. Drag the Fill Handle down to the range until all text before comma are removed.



	A	B	C	D
1	Neinei, Class 1 Grade 1		Class 1 Grade 1	
2	Auly, Class 2 Grade 2		Class 2 Grade 2	
3	Melly, Class 1 Grade 2		Class 1 Grade 2	
4	Maggie, Class 3 Grade 3		Class 3 Grade 3	
5	Olyfer, Class 3 Grade 2		Class 3 Grade 2	
6				

1. Remove the text before comma by using **=LEFT(A1,FIND(",",",A1)-1)**.



2. In the formulas, A1 is the cell you want to remove text, and "," is the character you want to remove text before or after it.

3. **=RIGHT(A1,LEN(A1)-FIND(",",A1))** will remove all text after the first comma in Cell A1, while **=LEFT(A1,FIND(",",A1)-1)** will remove all text before the first comma in Cell A1.

THANK YOU

