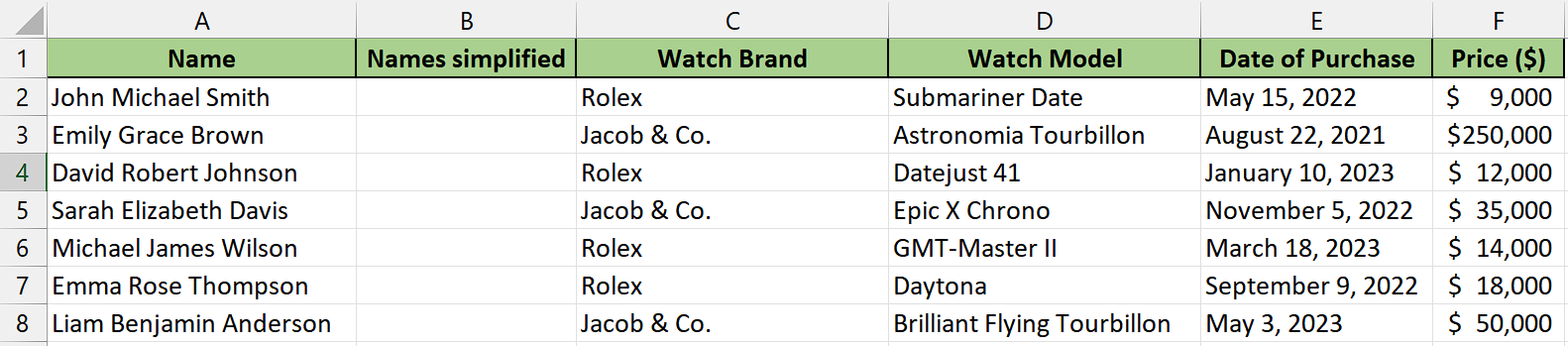
How to remove Middle Name in Excel

Removing middle names in Excel can be a matter of personal preference or specific data formatting requirements. Middle names may not always be necessary or relevant for the particular data analysis or reporting you are working on. By removing middle names, you can simplify the data and focus on the essential information.

The dataset provided includes information about individuals, their purchased watches, and relevant details. The "Name" column contains the full names of the individuals, while the "Names Simplified" column represents the names with the middle names removed which we will learn in today’s tutorial how to remove. The "Watch Brand" column specifies the brand of the purchased watch. The "Watch Model" column provides the specific model or style of the watch. The "Date of Purchase" column indicates the date when each watch was bought. Lastly, the "Price ($)" column denotes the cost of each watch.

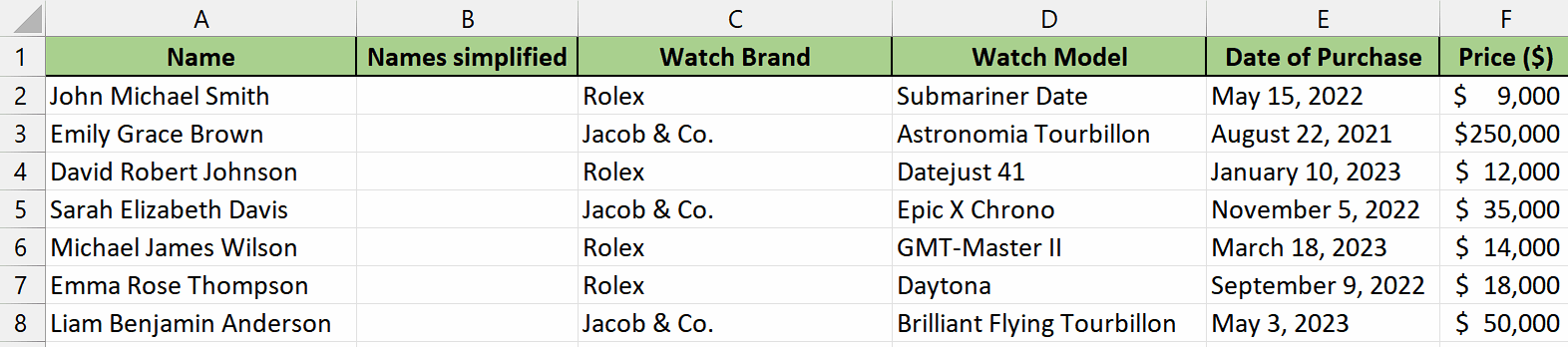


## Method 1 – By using Flash Fill

Removing middle names by Flash Fill is the simplest method to remove middle names from a full name. If you want to keep it simple then this method is best for you.

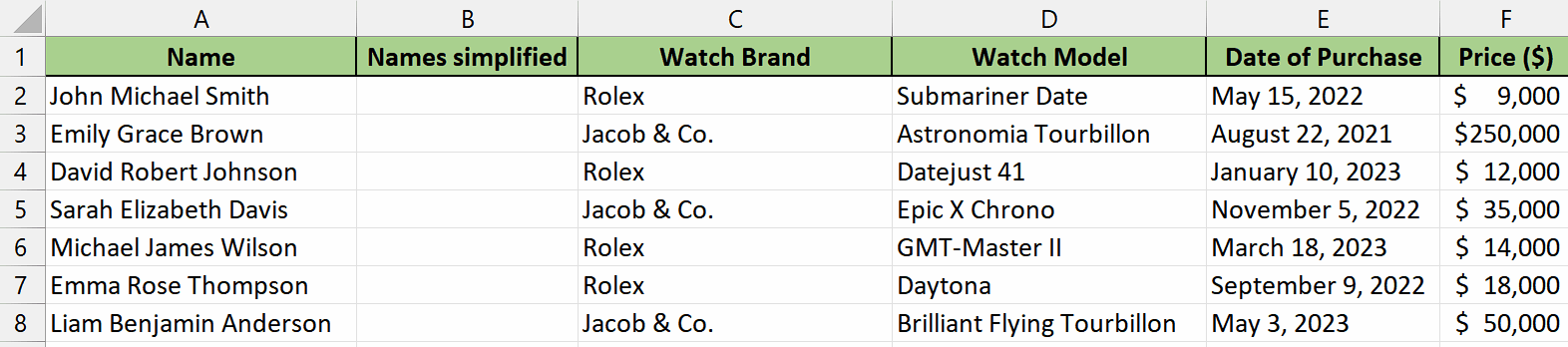
## Step 1 – Selecting the cell

* **Select a vacant cell** in which you want to get the **name without middle name.**
* You **must** **select** the cell **adjacent to first full name cell.** **Otherwise,** this method will **not work.**



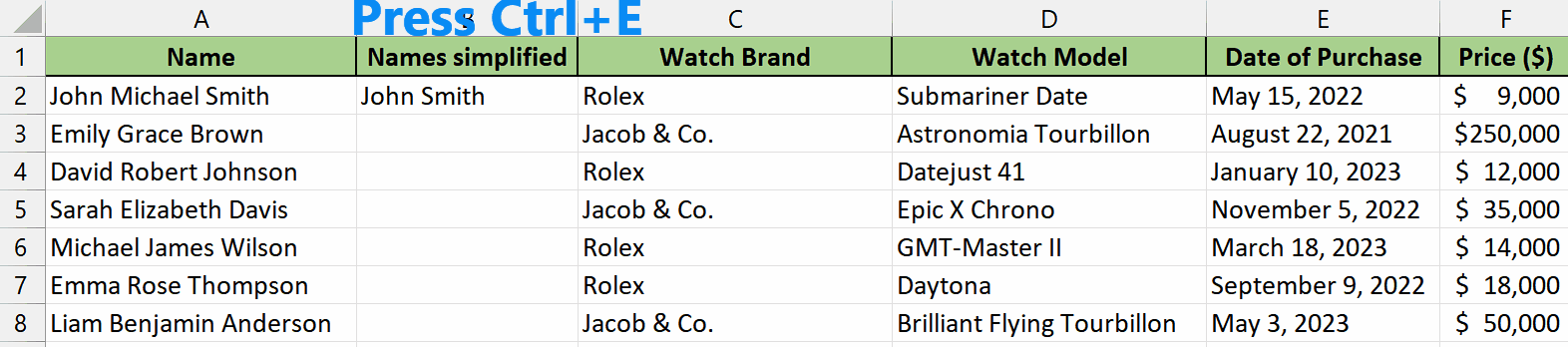
## Step 2 – Writing one name manually

* In order to make flash fill work, we need to enter one **name without middle** **name** manually.
* For instance, we are **typing “John Smith”** manually in **cell B2.**

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## Step 3 – Using Flash Fill to remove middle names

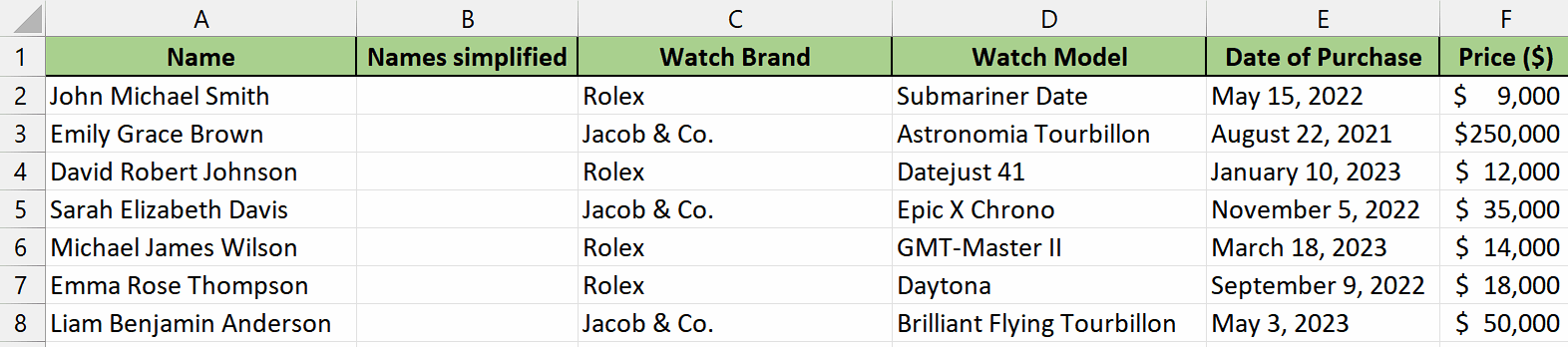
* **After writing** the **name** manually, **press Enter** and **you will move** to **cell below** which is **B3.**
* Then press **“Ctrl+E”** to use **Flash Fill.**
* Now, **every middle name** will automatically be **removed** from **all the names** present in the **Column A** and the **new simplified names** will **appear** in **Column B.**



## Method 2 – By using multiple Functions

## Step 1 – Selecting the cell

* **Select an empty cell** in which you want to get the **name without middle name.**
* In this **selected cell**, we will **apply many functions** create a **formula to remove middle names.**



## Step 2 – Writing the Formula

* **Write** the following **formula** in your **selected empty cell** such as **cell B2.**

=IFERROR(TRIM(LEFT(A2,FIND(" ",A2)-1)&" "&MID(A2,FIND("@",SUBSTITUTE(A2," ","@",LEN(A2)-LEN(SUBSTITUTE(A2," ",""))))+1,LEN(A2))),"")

* Explanation of this code is as follows:
* **SUBSTITUTE(A2, " ", "@", LEN(A2) - LEN(SUBSTITUTE(A2, " ", "")))**

This function replaces all occurrences of spaces in cell A2 with "@" except for the last space. It effectively replaces the last space before the middle name with "@".

* **FIND("@", SUBSTITUTE(A2, " ", "@", LEN(A2) - LEN(SUBSTITUTE(A2, " ", ""))))**

This function finds the position of the "@" symbol in the modified string from step 1. It identifies the position of the last space before the middle name.

* **MID(A2, FIND("@", SUBSTITUTE(A2, " ", "@", LEN(A2) - LEN(SUBSTITUTE(A2, " ", "")))) + 1, LEN(A2))**

This function extracts the portion of the name starting from the position after the "@" symbol until the end of the name. It effectively removes the middle name from the name string.

* **LEFT(A2, FIND(" ", A2) - 1)**

This function extracts the portion of the name from the beginning until the position of the first space. It captures the first name.

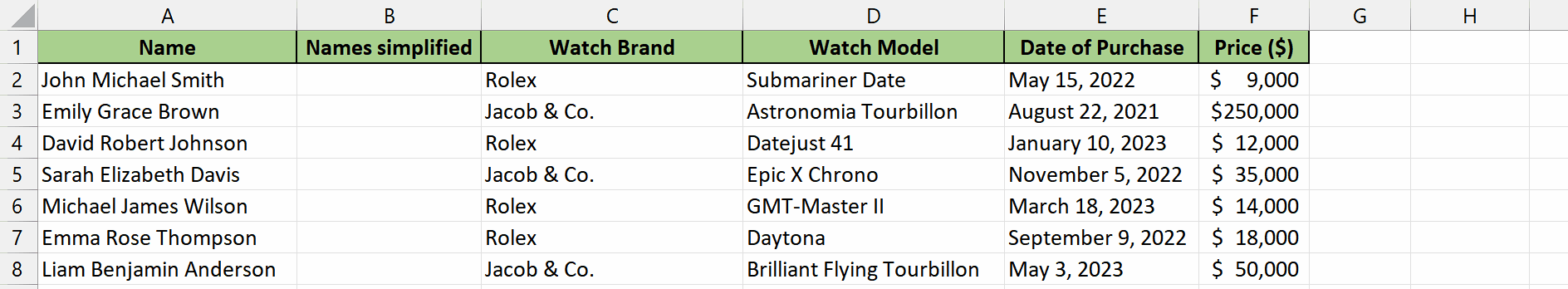
* **TRIM(LEFT(A2, FIND(" ", A2) - 1) & " " & MID(A2, FIND("@", SUBSTITUTE(A2, " ", "@", LEN(A2) - LEN(SUBSTITUTE(A2, " ", "")))) + 1, LEN(A2)))**

This function combines the first name (extracted in step 4) with the portion of the name after removing the middle name (obtained in step 3). It trims any extra spaces and provides the final simplified name.

* **IFERROR(<simplified name formula>, "")**

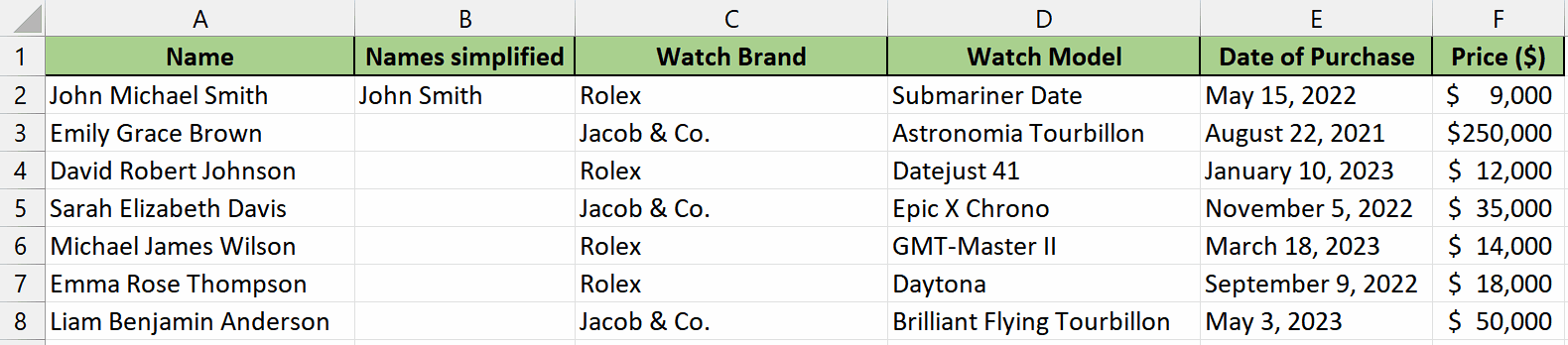
This function handles any errors that may occur in the simplified name formula. If an error occurs, it returns an empty string ("").

* After writing this formula, **press Enter** and **result would appear** in the cell.

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## Step 3 – Applying the formula to the whole range

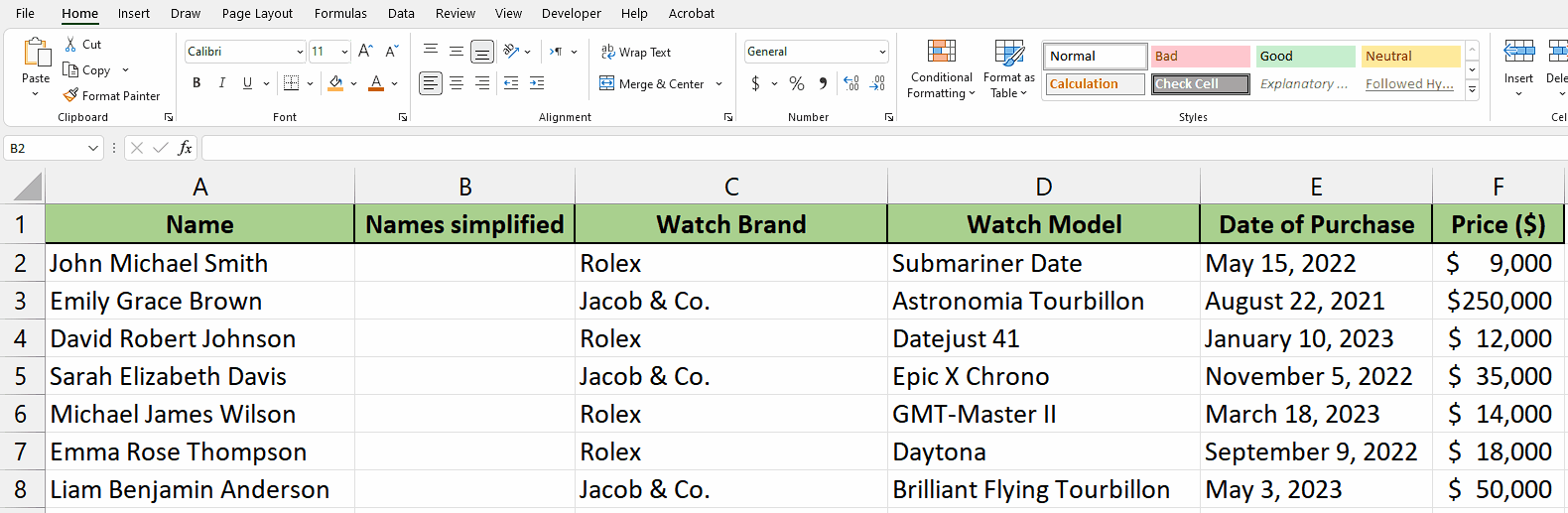
* For applying the formula on the whole range, select the cell in which result is present. For example, it is **B2 cell** in our case.
* Then move your cursor on the **right bottom corner of the cell,** and your cursor would turn into **+ shape** which is called the fill handle.
* **Double-Click** on this **fill handle** and the formula would be applied to the whole range.

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## Method 3 – By using function created VBA code

## Step 1 – Adding a module

* For adding a module, navigate to **Developer tab.**
* After that, click on the **first option** named as **Visual basic.**
* You’ll see a **new window on your screen** and you can **also** **open this window** by using **shortcut key** (**Alt+F11**) as well.
* Then, click on the **Insert tab** in this window and click on the **Module option.**
* Now, a **new module would open.**



## Step 2 – Writing the code

* Just copy and paste the following code in the white area of entered module.

Function RemoveMiddleName(ByVal fullName As String) As String

Dim nameParts As Variant

Dim firstName As String

Dim lastName As String

' Split the full name into parts

nameParts = Split(fullName, " ")

' Get the first and last name

firstName = nameParts(0)

lastName = nameParts(UBound(nameParts))

' Combine the first and last name

RemoveMiddleName = firstName & " " & lastName

End Function

Sub RemoveMiddleNames()

Dim ws As Worksheet

Dim dataRange As Range

Dim nameColumn As Range

Dim cell As Range

' Set the worksheet containing the data

Set ws = ThisWorkbook.Sheets("Sheet1") ' Replace "Sheet1" with the actual sheet name

' Define the range containing the data (assuming it starts from cell A2)

Set dataRange = ws.Range("A2:E8") ' Modify the range as per your dataset

' Set the column containing the names

Set nameColumn = dataRange.Columns(1)

' Loop through each cell in the name column

For Each cell In nameColumn

If Not IsEmpty(cell) Then

' Remove middle name using the function

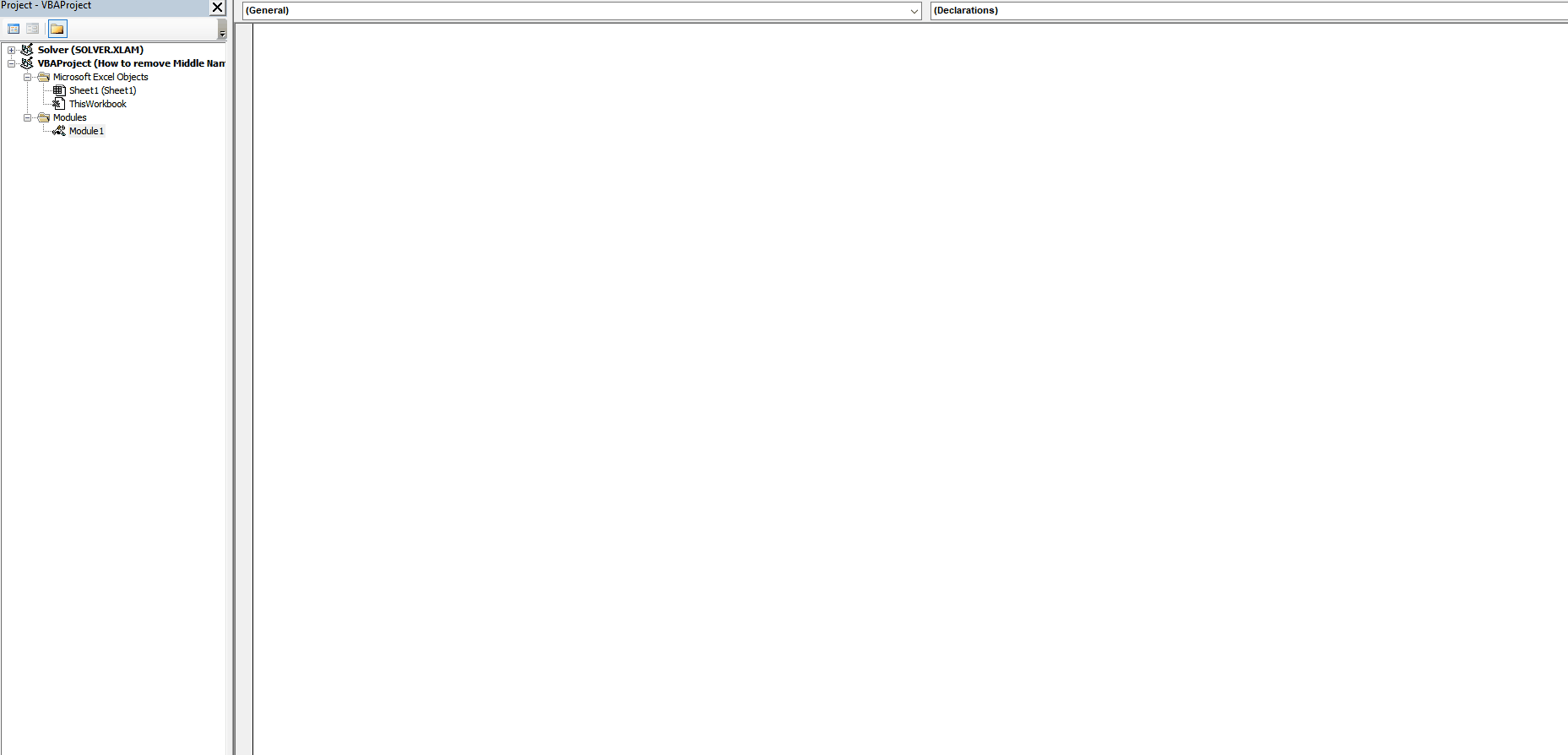
cell.Value = RemoveMiddleName(cell.Value)

End If

Next cell

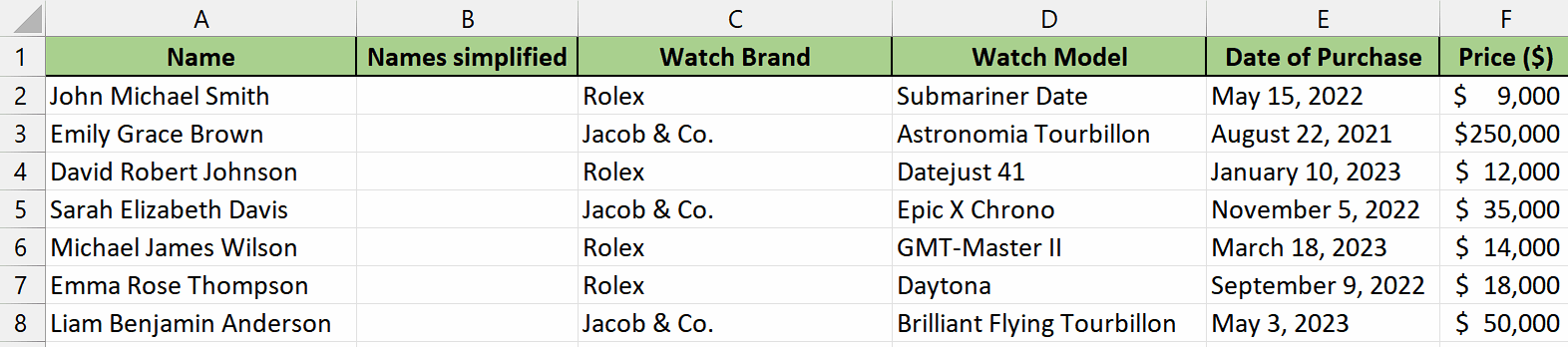
End Sub

* Then, use shortcut key **“Ctrl+Q”** to close the VBA Editor.



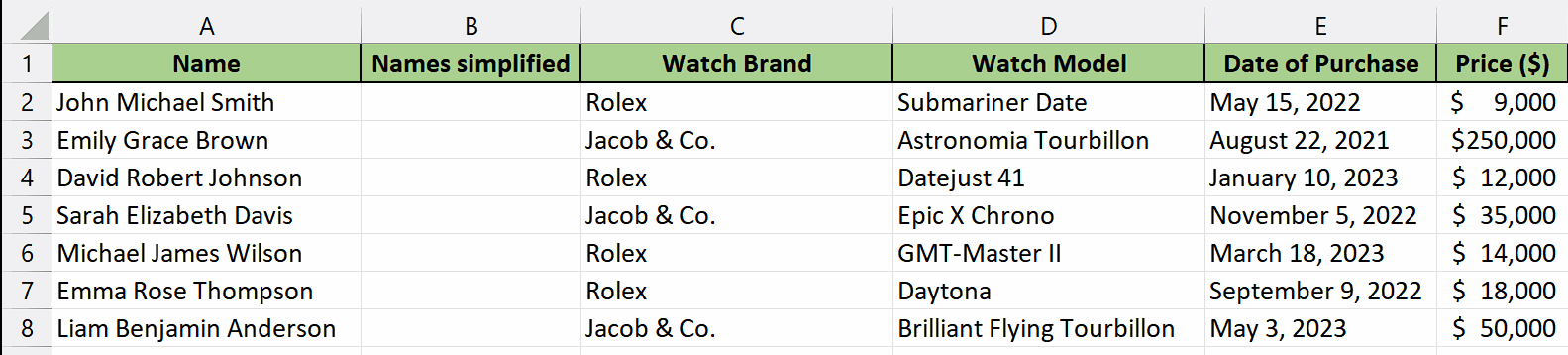
## Step 3 – Selecting the cell

* **Select an empty cell** in which you want to get the **name without middle name.**
* In this **selected cell**, we will **apply the function** created by us using **VBA code** to **remove middle names.**



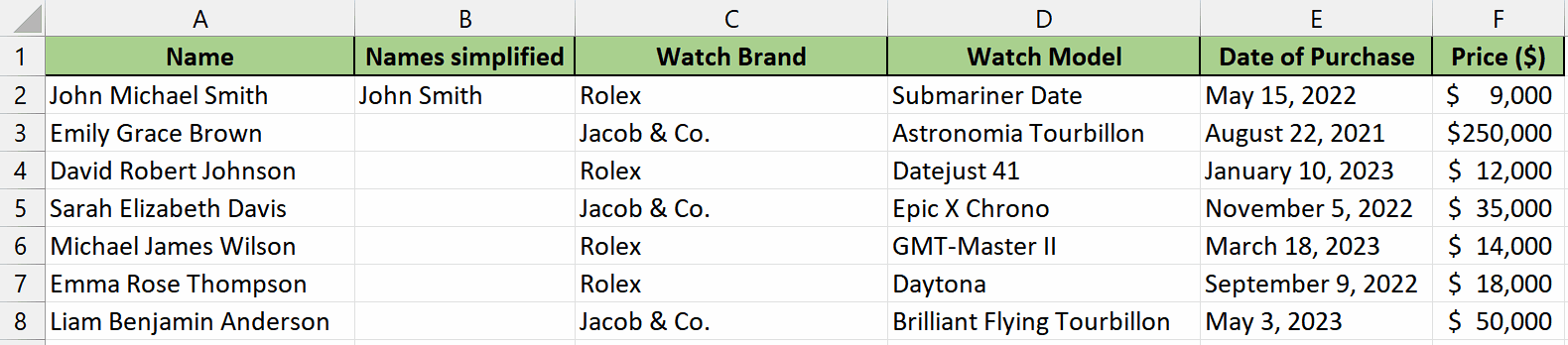
## Step 4 – Using the created Function

* **Press** **= (equal sign) button** on your keyboard in the **selected cell.** For example, **cell B2.**
* Then, type **“RemoveMiddleName”** (without quotes) and **select this function** from the list by using **tab button.**
* Now, select or **enter the name of the cell** from which we want to remove middle name. For instance, it is the **cell A2.**
* **Add closing parenthesis** and **press Enter.**
* The **result would appear** in the **cell B2** which contains name with **removed** **middle name.**



## Step 5 – Applying the formula to the whole range

* For applying the formula on the whole range, select the cell in which result is present. For example, it is **B2 cell** in our case.
* Then move your cursor on the **right bottom corner of the cell,** and your cursor would turn into **+ shape** which is called the fill handle.
* **Double-Click** on this **fill handle** and the formula would be applied to the whole range.

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