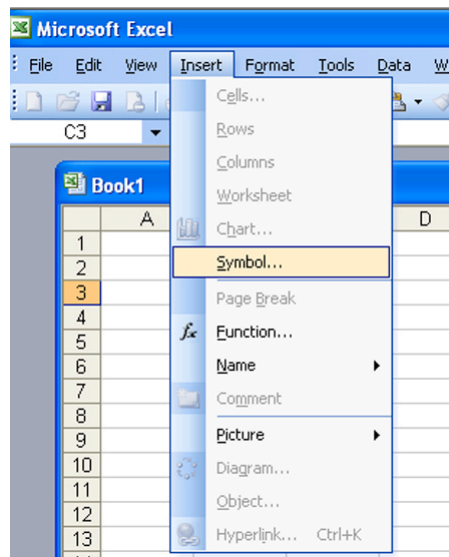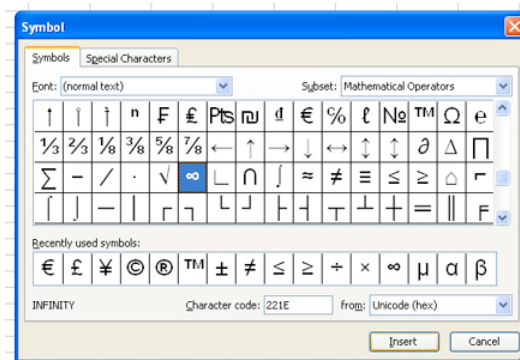# How to Add a Bullet to a Cell in Excel 2003

Excel 2003 does not include a built-in method for inserting bulleted items into cells. However, you can insert symbols into cells. To add a Bullet (symbol) to a cell in **Excel 2003 (Win),** you will need to:

1. Select the cell where you want to add a bullet.
2. Put your cursor in the **Formula Bar** (top of the window) and exactly where you want to add the bullet.
3. Go to the **Insert** menu and choose the **Symbol** option.

4. Select the symbol you want to use as your bullet.

5. Click the **Insert** button. Type in your remaining information for the cell.

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6. Repeat steps 1-5 as needed.

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