



# AutoFit in Excel

You probably know how to change the width of a column in Excel, but do you also know how to automatically fit the widest entry in a column?

## ◆ AutoFit Column Width

The default width of a column is 64 pixels.

1. You can change the width of a column by clicking and dragging the right border of the column header.

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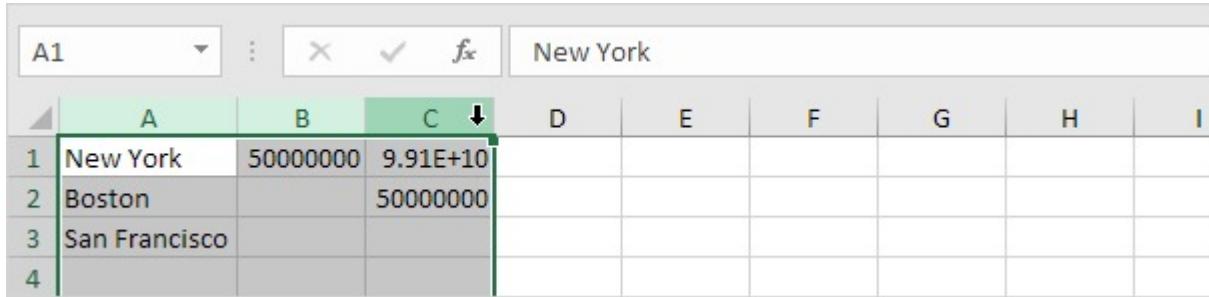
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2. To automatically fit the widest entry in a column, double click the right border of a column header.

3. To autofit multiple columns, first select multiple columns by clicking and dragging over the column headers.

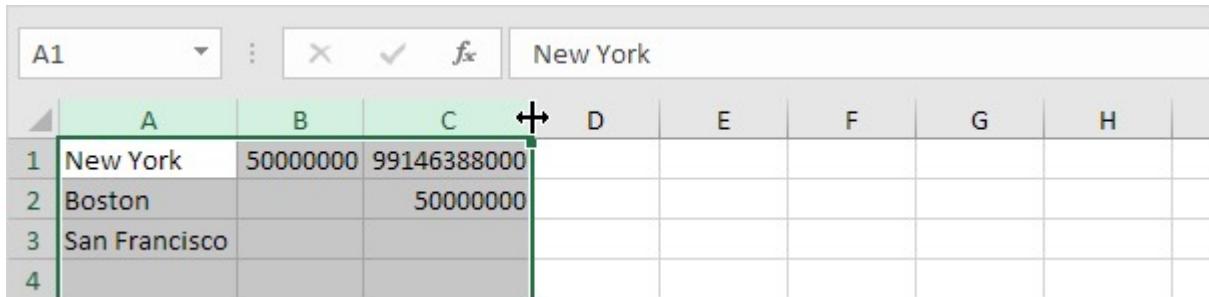


A screenshot of Microsoft Excel showing a table with four rows and nine columns (A-I). The columns A, B, and C are highlighted with a green selection bar at the top. The cell A1 contains "New York". The cell B1 contains "50000000". The cell C1 contains "9.91E+10". The cell A2 contains "Boston". The cell A3 contains "San Francisco". The cell A4 is empty. The cell B2 contains "50000000".

A	B	C	D	E	F	G	H	I
New York	50000000	9.91E+10						
Boston		50000000						
San Francisco								

Note: to select non-adjacent columns, hold CTRL while clicking the column headers.

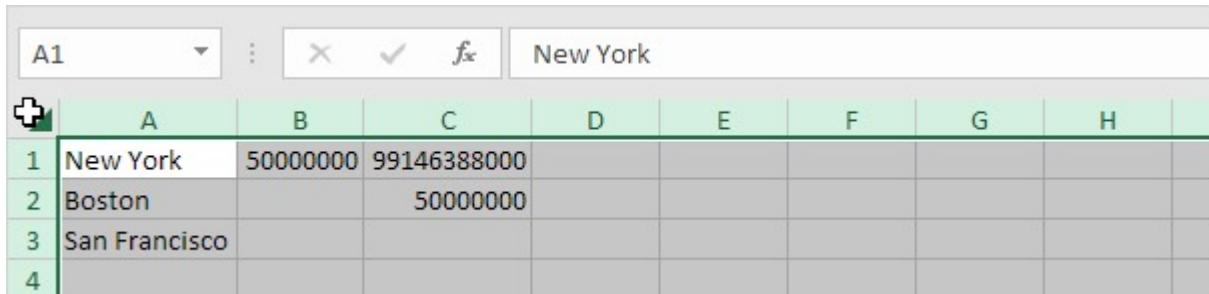
4. Next, double click the right border of one of the column headers.



A screenshot of Microsoft Excel showing the same table as above. Only column C is highlighted with a green selection bar at the top. The cell A1 contains "New York". The cell B1 contains "50000000". The cell C1 contains "99146388000". The cell A2 contains "Boston". The cell A3 contains "San Francisco". The cell A4 is empty. The cell B2 contains "50000000".

A	B	C	D	E	F	G	H	I
New York	50000000	99146388000						
Boston		50000000						
San Francisco								

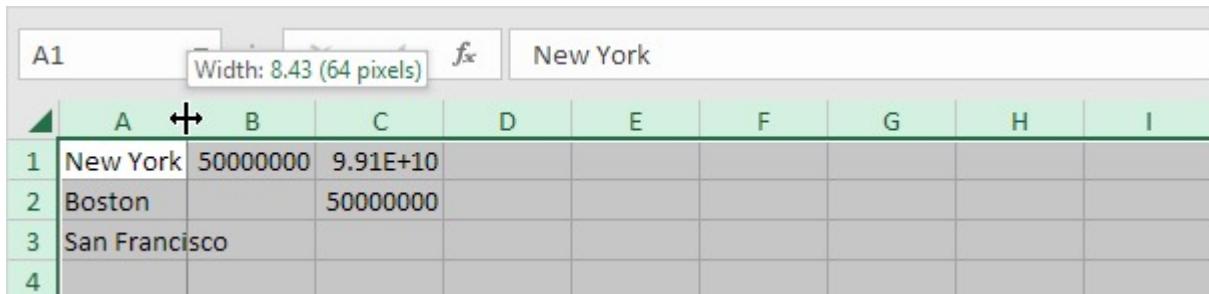
5. To change the width of all columns, first select all columns by clicking the Select All button.



A screenshot of Microsoft Excel showing the table with all columns selected. A green selection bar is at the top of every column. The cell A1 contains "New York". The cell B1 contains "50000000". The cell C1 contains "99146388000". The cell A2 contains "Boston". The cell A3 contains "San Francisco". The cell A4 is empty. The cell B2 contains "50000000".

A	B	C	D	E	F	G	H	I
New York	50000000	99146388000						
Boston		50000000						
San Francisco								

6. Next, change the width of a column.



A screenshot of Microsoft Excel showing the table with column B selected. A green selection bar is at the top of column B. A status bar at the top indicates "Width: 8.43 (64 pixels)". The cell A1 contains "New York". The cell B1 contains "50000000". The cell C1 contains "9.91E+10". The cell A2 contains "Boston". The cell A3 contains "San Francisco". The cell A4 is empty. The cell B2 contains "50000000".

A	B	C	D	E	F	G	H	I
New York	50000000	9.91E+10						
Boston	50000000							
San Francisco								

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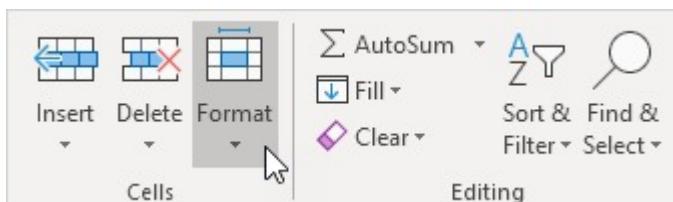
## ◆ AutoFit Row Height

The techniques described above can also be used to change the height of a row. Instead of clicking the right border of a column header, simply click the bottom border of a row header. There's one more way to autofit columns or rows.

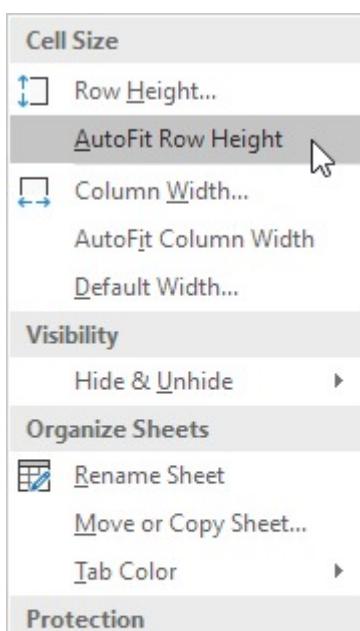
1. First, select multiple rows by clicking and dragging over the row headers.

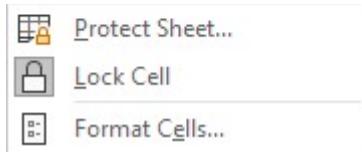
A1	:	X	✓	f <sub>x</sub>	New York Yankees			
A	B	C	D	E	F	G	H	I
1	New York Yankees							
2								
3	San Francisco Giants							
4								

2. On the Home tab, in the Cells group, click Format.



3. Click AutoFit Row Height.





Result:

	A	B	C	D	E	F	G	H	I
1	New York Yankees								
2									
3	San Francisco Giants								
4									

Note: you can also use this technique to set a row height or a column width (see screenshot at step 3). Be careful, don't think in pixels here. The default width of a column is 8.43 units and the default height of a row is 15.00 units.

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