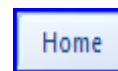


Microsoft Excel - Clearing Cell Entries



Clearing Cell Entries

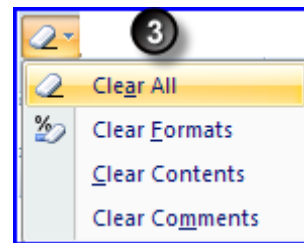
Select the **Home** Tab



Select the **Clear** icon



Click on the **Clear** icon's down arrow to display the clear options



Clear formats Explained

Clear All	Will clear all data and formatting from the cell.
Clear Formats	Will clear the cell formatting leaving data in the cell.
Clear Contents	Clears the data leaving the formatting in the cell.
Clear Comments	Deletes comments from the cell leaving behind the data and formatting