Quickly Combine Column Data with Excel's Flash Fill

Excel provides the greatest tool for combining two columns of data into one. You no longer have to use the concatenate function. You simply have to type.

In this example, I create a new column of data called Full Name. I already have a First Name column and a Last Name Column. I will use Flash Fill to combine the data from the two columns.

Ste	p 1 – Add a ne	ew column										
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4	2/19/2010 Julie	Fredricks	Minneap	R				349	2		\$	69
5	2/27/2010 Janelle	Olness	Fargo).C.	\$	399		2	\$	79
6	3/27/2010 Anne	Olson	Brooklyn	Paste	e <u>S</u> pecial		\$	349		1	\$	34!
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8	3/30/2010 Maria	Rodriguez	Hibbing	<u>D</u> elet	te).C.	\$	399		1	\$	39!
9	4/20/2010 Darlene	Clay	St. Paul	Clear	r Co <u>n</u> tents		\$	299		5	\$	1,49
10	4/30/2010 Jason	Trent	Hibbing .	Form	Eormat Cells		\$	187		2	\$	374
11	5/5/2010 Brian	Кірр	Duluth	Calu			\$	469		1	\$	46!
12	5/29/2010 Alice	Lindgram	Blooming				\$	149		3	\$	44
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15	6/29/2010 Julie	Swanson	St. Peter		Duluth		\$	149		3	\$	44
16	1/10/2010 Joseph	Black	Bloomingto	n	Houston		\$ 185			2	\$	37
17	1/20/2010 Rachel	Lyons	Maplewood		Toronto		\$	349		1	\$	34!
18	2/2/2010 Harrison	Thompson	Duluth		Philadelphia		\$	399		1	\$	39
19	2/17/2010 Phillip	Grahams	Edina		Boston		\$	365		1	\$	36
20	2/25/2010 Anne	Olson	Brooklyn C	enter	Milwaukee		\$	285		2	\$	57
21	3/15/2010 Roger	Wilson	Brooklyn C	enter	Chicago		\$	199		2	\$	39
22	3/24/2010 Julie	Swanson	St. Peter		Dallas		\$	187	2		\$	374
23	3/25/2010 Tony	Chekov	Edina		Los Angeles		\$	295	2		\$	59
24	3/27/2010 Wendy	Nelson	Two Harbor	s	New York		\$	349		2	\$	69
25	4/16/2010 Jennifer Jordon S		Spring Lake	Spring Lake Park New York						2	\$	69

Right click on a column heading and choose Insert to add a new column.

Step 2 – Add a Column Heading

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2	1/3/2010	Antonio	Rommero	\sim	Spring Lake Park	Washington, D.C.	\$	399		1 \$	399
3	2/16/2010	LeAnne	Chang		Maplewood	Los Angeles	\$	295		2 \$	590
4	2/19/2010	Julie	Fredricks		Minneapolis	New York	\$	349		2 \$	698
5	2/27/2010	Janelle	Olness		Fargo	Washington, D.C.	\$	399		2 \$	798
6	3/27/2010	Anne	Olson		Brooklyn Center	New York	\$	349		1 \$	349
7	3/27/2010	Anna	Torkleson		Brainerd	New York	\$	349		2 \$	698
8	3/30/2010	Maria	Rodriguez		Hibbing	Washington, D.C.	\$	399		1 \$	399
9	4/20/2010	Darlene	Clay		St. Paul	St. Louis	\$	299		5 \$	1,495
10	4/30/2010	Jason	Trent		Hibbing	Dallas	\$	187		2 \$	374
11	5/5/2010	Brian	Kipp		Duluth	Norfolk	\$	469		1 \$	469
12	5/29/2010	Alice	Lindgram		Bloomington	Duluth	\$	149		3 \$	447
13	6/9/2010	Bernice	Young		Duluth	Duluth	\$	149		2 \$	298
14	6/18/2010	Janelle	Olness		Fargo	Toronto	\$	349		1 \$	349
15	6/29/2010	Julie	Swanson		St. Peter	Duluth	\$	149		3 \$	447
16	1/10/2010	Joseph	Black		Bloomington	Houston	\$	185		2 \$	370
17	1/20/2010	Rachel	Lyons		Maplewood	Toronto	\$	349		1 \$	349
18	2/2/2010	Harrison	Thompson		Duluth	Philadelphia	\$	399		1 \$	399
19	2/17/2010	Phillip	Grahams		Edina	Boston	\$	365		1 \$	365
20	2/25/2010	Anne	Olson		Brooklyn Center	Milwaukee	\$	285		2 \$	570
21	3/15/2010	Roger	Wilson		Brooklyn Center	Chicago	\$	199		2 \$	398
22	3/24/2010	Julie	Swanson		St. Peter	Dallas	\$	187		2 \$	374
23	3/25/2010	Tony	Chekov		Edina	Los Angeles	\$	295		2 \$	590
24	3/27/2010	Wendy	Nelson		Two Harbors	New York	\$	349		2 \$	698
25	4/16/2010	Jennifer	Jordon		Spring Lake Park	New York	\$	349		2 \$	698
26	4/19/2010	Alice	Lindgram		Bloomington	Toronto	\$	349		1 \$	349
27	6/3/2010	Bruce	Thorgood		Two Harbors	Los Angeles	\$	295		1 \$	295

I will enter the heading Full Name in cell D2.

Step 3 – Type the Information from the Two Cells to Combine

In the first row of the list, type the information from both cells you wish to combine in the new column. For example, I will type Antonio Rommero in the Full Name column of the first row.

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5	2/27/2010	Janelle	Olness		Fargo	Washington, D.C.	\$	
6	3/27/2010	Anne	Olson		Brooklyn Center	New York	\$	
7	3/27/2010	Anna	Torkleson		Brainerd	New York	\$	
8	3/30/2010	Maria	Rodriguez		Hibbing	Washington, D.C.	\$	
9	4/20/2010	Darlene	Clay		St. Paul	St. Louis	\$	
10	4/30/2010	Jason	Trent		Hibbing	Dallas	\$	
11	5/5/2010	Brian	Kipp		Duluth	Norfolk	\$	
12	5/29/2010	Alice	Lindgram		Bloomington	Duluth	\$	
13	6/9/2010	Bernice	Young		Duluth	Duluth	\$	
14	6/18/2010	Janelle	Olness		Fargo	Toronto	\$	
15	6/29/2010	Julie	Swanson		St. Peter	Duluth	\$	

Step 4 – In the Next Row Begin Typing the Information from the First Column That You Are Combining In this instance, begin typing the name LeAnn, which is the first name in this row. The Flash Fill List appears but is dimmed.

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2	1/3/2010	Antonio	Rommero	Antonio Rommero	Spring Lake Park	Washington, D.C.	\$ 399	1	\$ 399
3	2/16/2010	LeAnne	Chang	LeAnne Chang	Maplewood	Los Angeles	\$ 295	2	\$ 590
4	2/19/2010	Julie	Fredricks	Julie Fredricks	Minneapolis	New York	\$ 349	2	\$ 698
5	2/27/2010	Janelle	Olness	Janelle Olness	Fargo	Washington, D.C.	\$ 399	2	\$ 798
6	3/27/2010	Anne	Olson	Anne Olson	Brooklyn Center	New York	\$ 349	1	\$ 349
7	3/27/2010	Anna	Torkleson	Anna Torkleson	Brainerd	New York	\$ 349	2	\$ 698
8	3/30/2010	Maria	Rodriguez	Maria Rodriguez	Hibbing	Washington, D.C.	\$ 399	1	\$ 399
9	4/20/2010	Darlene	Clay	Darlene Clay	St. Paul	St. Louis	\$ 299	5	\$ 1,495
10	4/30/2010	Jason	Trent	Jason Trent	Hibbing	Dallas	\$ 187	2	\$ 374
11	5/5/2010	Brian	Кірр	Brian Kipp	Duluth	Norfolk	\$ 469	1	\$ 469
12	5/29/2010	Alice	Lindgram	Alice Lindgram	Bloomington	Duluth	\$ 149	3	\$ 447
13	6/9/2010	Bernice	Young	Bernice Young	Duluth	Duluth	\$ 149	2	\$ 298
14	6/18/2010	Janelle	Olness	Janelle Olness	Fargo	Toronto	\$ 349	1	\$ 349
15	6/29/2010	Julie	Swanson	Julie Swanson	St. Peter	Duluth	\$ 149	3	\$ 447
16	1/10/2010	Joseph	Black	Joseph Black	Bloomington	Houston	\$ 185	2	\$ 370
17	1/20/2010	Rachel	Lyons	Rachel Lyons	Maplewood	Toronto	\$ 349	1	\$ 349
18	2/2/2010	Harrison	Thompson	Harrison Thompso	Duluth	Philadelphia	\$ 399	1	\$ 399
19	2/17/2010	Phillip	Grahams	Phillip Grahams	Edina	Boston	\$ 365	1	\$ 365
20	2/25/2010	Anne	Olson	Anne Olson	Brooklyn Center	Milwaukee	\$ 285	2	\$ 570
21	3/15/2010	Roger	Wilson	Roger Wilson	Brooklyn Center	Chicago	\$ 199	2	\$ 398
22	3/24/2010	Julie	Swanson	Julie Swanson	St. Peter	Dallas	\$ 187	2	\$ 374
23	3/25/2010	Tony	Chekov	Tony Chekov	Edina	Los Angeles	\$ 295	2	\$ 590
24	3/27/2010	Wendy	Nelson	Wendy Nelson	Two Harbors	New York	\$ 349	2	\$ 698
25	4/16/2010	Jennifer	Jordon	Jennifer Jordon	Spring Lake Park	New York	\$ 349	2	\$ 698
26	4/19/2010	Alice	Lindgram	Alice Lindgram	Bloomington	Toronto	\$ 349	1	\$ 349
27	6/3/2010	Bruce	Thorgood	Brune Thorgood	Two Harbors	Los Angeles	\$ 295	1	\$ 295

Step 5 – Press Enter to Complete the Flash Fill

Press Enter to accept the Flash Fill List.

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3	2/16/2010	LeAnne	Ch	nang	LeAnne Ch	ang	Maplewood	Los A	Angeles	\$	295		2 \$	5	590	No
4	2/19/2010	Julie	Fr	edricks	Julie Fredri	cks	📴 neapolis	New	York	\$	349		2 \$	5	698	Ye
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10	4/30/2010	Jason	Tr	ent	Jason Trent		Hibbing	Dallas		\$	187		2 \$	5	374	Ye
11	5/5/2010	Brian	Ki	рр	Brian Kipp		Duluth	Norfo	lk	\$	469		1 9	6	469	Ye
12	5/29/2010	Alice	Lir	ndgram	Alice Lindg	ram	Bloomington	Dulut	h	\$	149		3 \$	5	447	No
13	6/9/2010	Bernice	Ye	oung	Bernice Yo	ung	Duluth	Dulut	h	\$	149		2 5	5	298	No
14	6/18/2010	Janelle	OI	ness	Janelle Oln	ess	Fargo	Toror	nto	\$	349		1 9	5	349	Ye
15	6/29/2010	Julie	Sv	vanson	Julie Swans	son	St. Peter	Dulut	h	\$	149		3 5	5	447	No
16	1/10/2010	Joseph	BI	ack	Joseph Bla	ck	Bloomington	Hous	ton	\$	185		2 \$	6	370	Ye
17	1/20/2010	Rachel	Ly	rons	Rachel Lyo	ns	Maplewood	Toron	nto	\$	349		1 9	5	349	Ye
18	2/2/2010	Harrison	Th	iompson	Harrison Th	ompson	Duluth	Phila	delphia	\$	399		1 5	5	399	Ye
19	2/17/2010	Phillip	Gr	rahams	Phillip Grah	iams	Edina	Bost	on	\$	365		1 9	5	365	Ye
20	2/25/2010	Anne	OI	son	Anne Olsor	1 I	Brooklyn Center	Milwa	aukee	\$	285		2 \$	5	570	No
21	3/15/2010	Roger	W	ilson	Roger Wils	on	Brooklyn Center	Chica	ago	\$	199		2 \$	5	398	No
22	3/24/2010	Julie	Sv	vanson	Julie Swans	son	St. Peter	Dalla	s	S	187		2 \$	5	374	No
23	3/25/2010	Tony	Cł	nekov	Tony Cheke	v	Edina	Los A	Angeles	\$	295		2 \$	5	590	Ye
24	3/27/2010	Wendy	Ne	elson	Wendy Nel	son	Two Harbors	New	York	S	349		2 \$	5	698	Ye
25	4/16/2010	Jennifer	Jo	rdon	Jennifer Jor	don	Spring Lake Park	New	York	\$	349		2 \$	5	698	No
26	4/19/2010	Alice	Lir	ndgram	Alice Lindg	ram	Bloomington	Toror	nto	\$	349		1 9	5	349	No
27	6/3/2010	Bruce	Th	orgood	Bruce Thor	qood	Two Harbors	Los A	Angeles	S	295		1 8	5	295	No

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