
From: dopmannouncement

Sent: Thursday, June 21, 2018 9:48 AM

To: DOPM All Users <DOPMAllUsers@uabmc.edu>

Subject: Computer Tip of the Week -- Add a second line in an Excel Cell

Add a second line in an Excel Cell

Brought to you by Lisa Schwaiger
- HelpDesk Triage and Computer Tech
(in MT-403)



SITUATION:

I want to add a second line (paragraph) of text in the same cell in Excel, but when I hit Enter, it goes to a different cell.

How do I make it do what I want?

SOLUTION:

Simple, just hold down [Alt] when you press [Enter]

For demonstration if needed, see this 2 minute video here: <https://www.youtube.com/watch?v=ySf8ERtH2kU>

Was this helpful? Do you have suggestions for a future Tip of the Week? Do you have any other comments?

Let us know at dopmHelp@uabmc.edu

To see an archive of past Tips of the Week: <http://www.uab.edu/medicine/dopm/help/totw>