

File Home Insert Page Layout Formulas Data Review View Developer Team

Cut Copy Paste Format Painter Clipboard

Arial 10 A A Bold Italic Underline Font

Wrap Text

General Number

Conditional Formatting Format as Table Cell Styles

Insert Delete Format Cells

A5 Full Name

Angle Counterclockwise

Angle Clockwise

Vertical Text

Rotate Text Up

Rotate Text Down

Format Cell Alignment

Your Company

Our Awesome Company

Personnel File

		Last	First	Address	City	State	ZIP	Salary
5	Full Name							
6		Buffet	Jimmy	Somewhere on the Beach	Key West	FL	33040	\$ 52,000
7		Bush	George	1600 Pennsylvania Ave	Washington	DC	20500	\$ 47,384
8		Cartman	Eric	84 Bigboned Way	South Park	CO	84214	\$ 84,903
9		Crockett	Davey	The Alamo	San Antonio	TX	78210	\$ 12,043
10		Doe	Jane	821 Zimbabwe Ave	Washington	DC	20021	\$ 82,993
11		Gates	Bill	1 Microsoft Way	Redmond	WA	98052	\$ 47,304
12		Jefferson	George	194 Deelux Apartments	In the Sky	NY	10041	\$ 150,345
13		Kong	King	Empire State Building	New York	NY	10118	\$ 84,032
14		Munster	Herman	1313 Mockingbird Lane	Fargo	ND	58102	\$ 77,403
15		Rockne	Knute	146 Keenan Hall	Notre Dame	IN	46556	\$ 37,801
16		Simpson	Homer	742 Evergreen Terrace	Springfield	US	12345	\$ 109,343
17		Smith	Bob	12 Main Street	Anytown	IN	46001	\$ 34,092