

File Home Insert Formulas Data Review View Help Tell me what you want to do

Excel ribbon showing the 'Format as Table' button highlighted in the 'Styles' group. The ribbon includes tabs for File, Home, Insert, Formulas, Data, Review, View, and Help. The 'Format as Table' button is located in the 'Styles' group, which also includes 'Conditional Formatting' and 'Cell Styles'. The 'Format as Table' button is highlighted with a blue box.

Alignment: Wrap Text, Merge & Center

Number: General, %, .00, .00

Styles: Conditional Formatting, **Format as Table**, Cell Styles

Cells: Insert, Delete

Format as Table

Quickly convert a range of cells to a table with its own style.

	A	B	C	D
1	Project	Budget	Status	Date
2	A1	\$ 5000	Pending	08/10/2022
3	B2	\$ 4000	Active	09/10/2022
4	C3	\$ 10000	Closed	10/10/2022