

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

Clipboard: Cut, Copy, Paste, Format Painter

Font: Calibri, 11, Bold, Italic, Underline, Text Color, Background Color

Alignment: Left, Center, Right, Indent, Wrap Text, Merge & Center

Number: General, Currency, Percentage, Decimals

Styles: Conditional Formatting, Format as Table, Cell Styles

Cells: Insert, Delete, Format, Fill, Clear

AutoSum, Sort & Filter, Find & Select

A2 Monday

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1															
2	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday								
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															

Column Width ? x

Column width: 15

OK Cancel

Cell Size

- Row Height...
- AutoFit Row Height
- Column Width...
- AutoFit Column Width
- Default Width...

Visibility

- Hide & Unhide

Organize Sheets

- Rename Sheet
- Move or Copy Sheet...
- Tab Color

Protection

- Protect Sheet...
- Lock Cell
- Format Cells...