

Use the **TRIM()** Function With the *fx* Wizard

The **TRIM()** function allows you to delete unnecessary spaces in a cell.

In the table below, you'll see that cells B4, B5 and B6 contain unnecessary spaces, either to the left, to the right, or in the center of the text.

	A	B	C	D
1	Function: TRIM()			
2				
3		Before	After	
4		this is great!	this is great!	
5		this is great!	this is great!	
6		this is great!	this is great!	

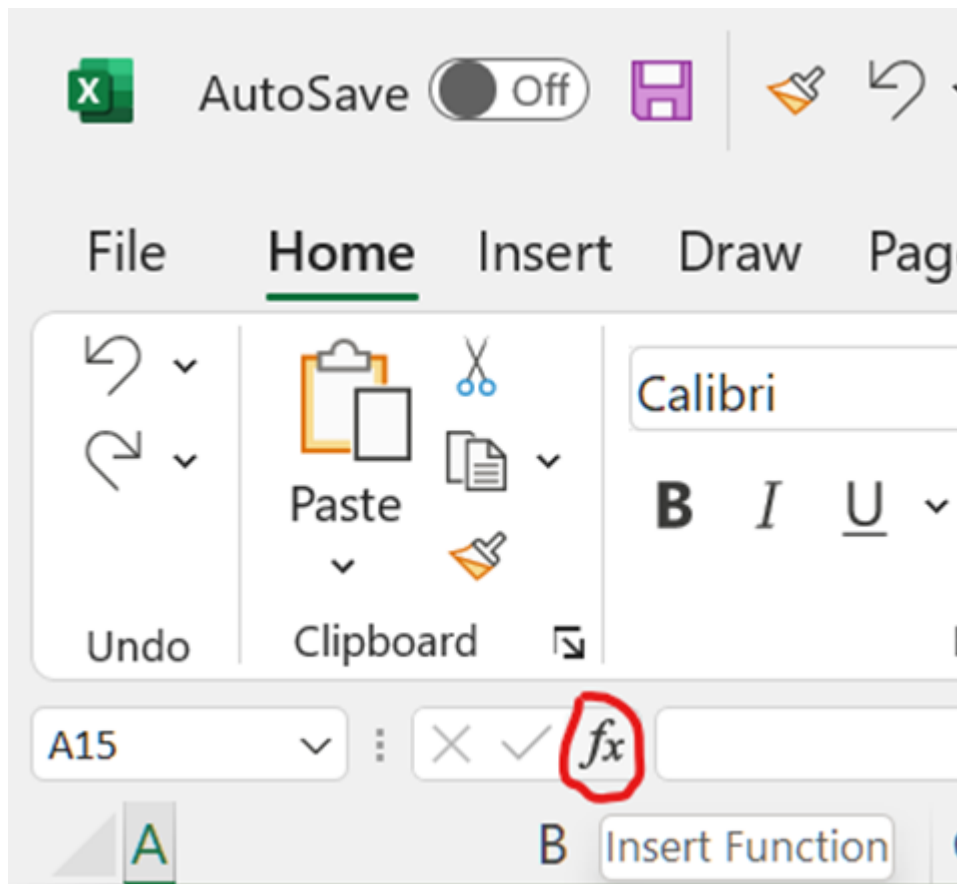
Cells B4, B5, and B6 contain unnecessary spaces

We can delete these unnecessary spaces using the **TRIM()** function.

OPENCLASSROOMS

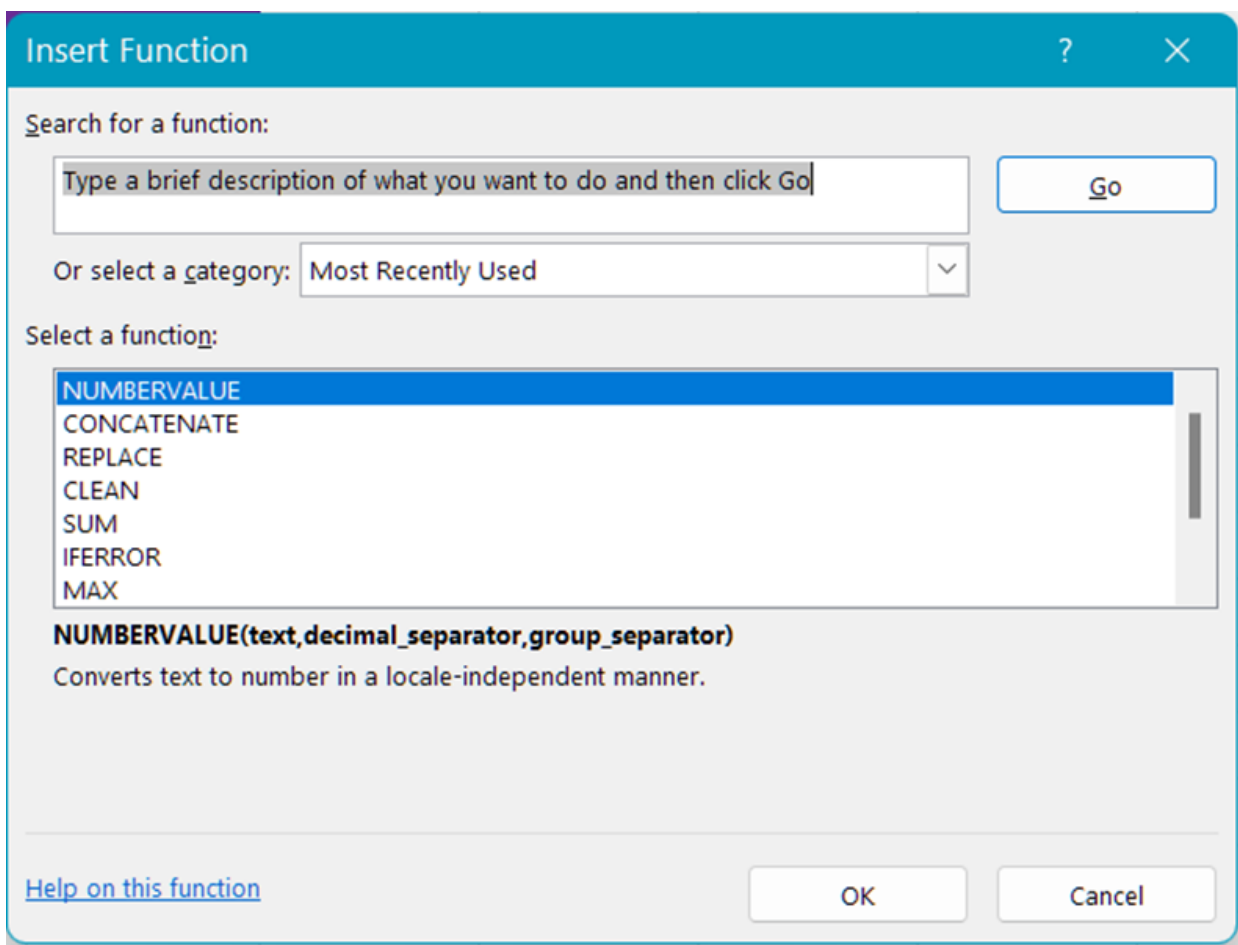
To use this function with the fx wizard:

- Click on the "fx" icon to the left of the formula bar:



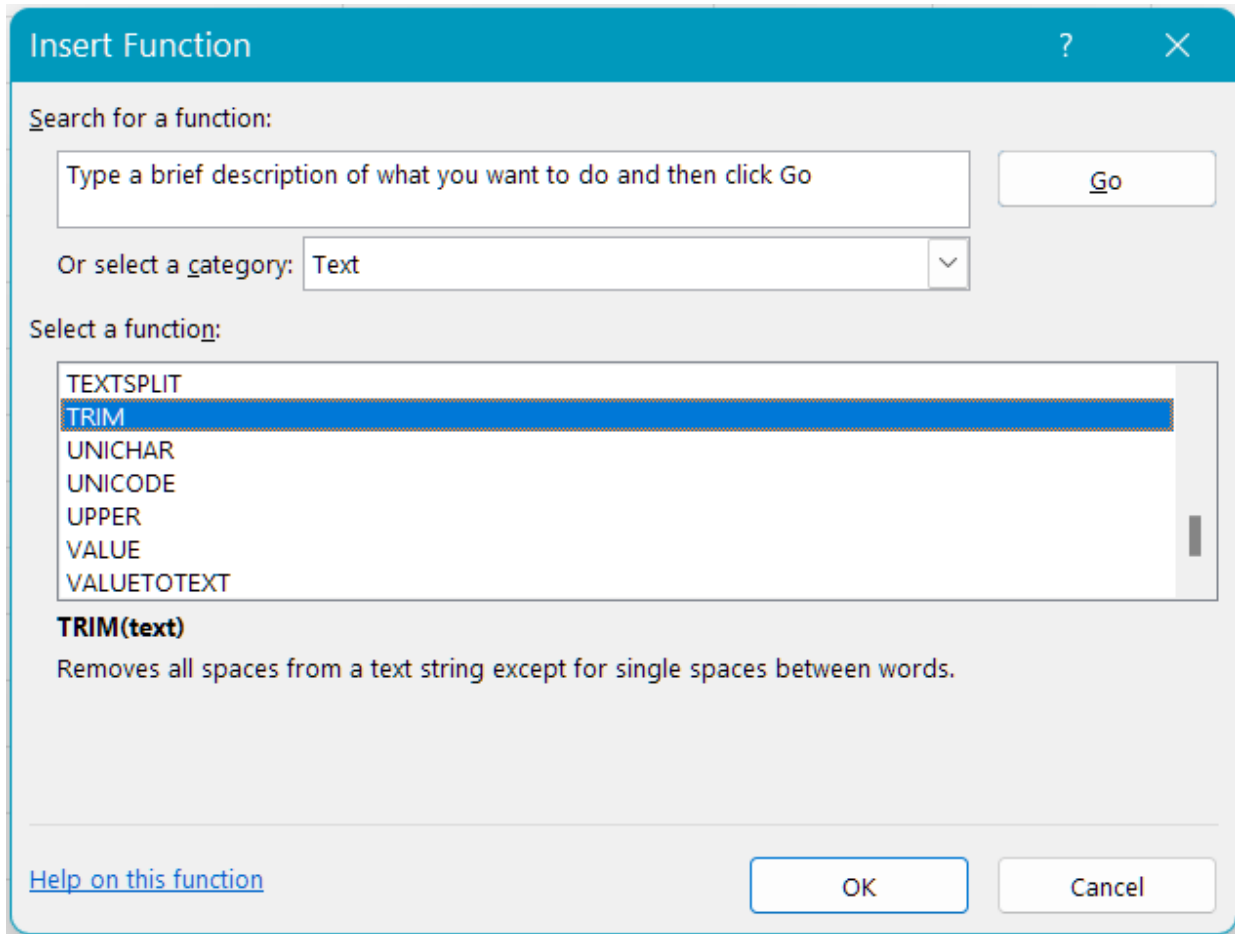
Click on the fx icon shown here in red

- The "Insert Function" dialog box opens up:



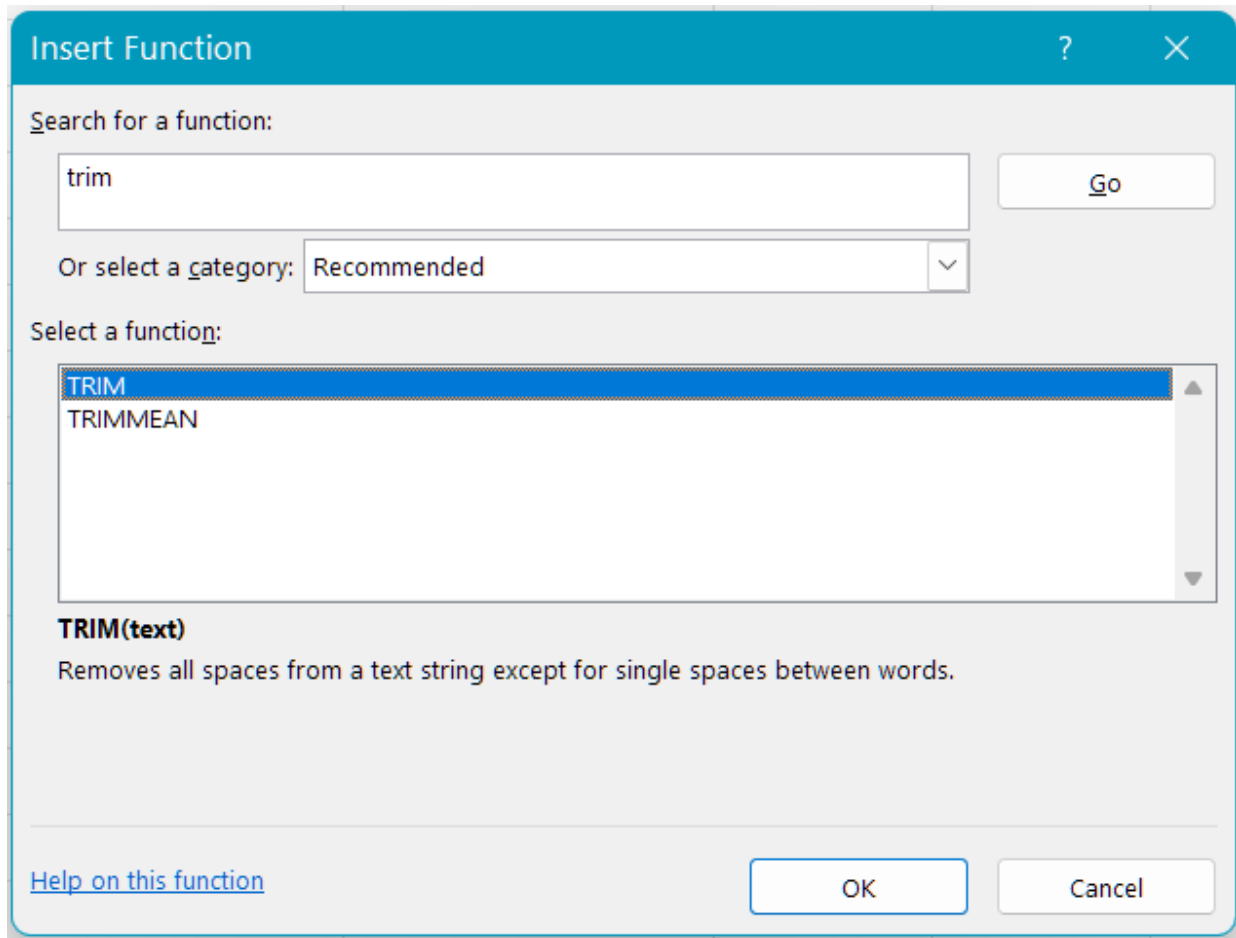
The "fx" icon opens the "Insert Function" dialog box

- Select the function:
 - Either by selecting "TRIM" in the "Text" category:



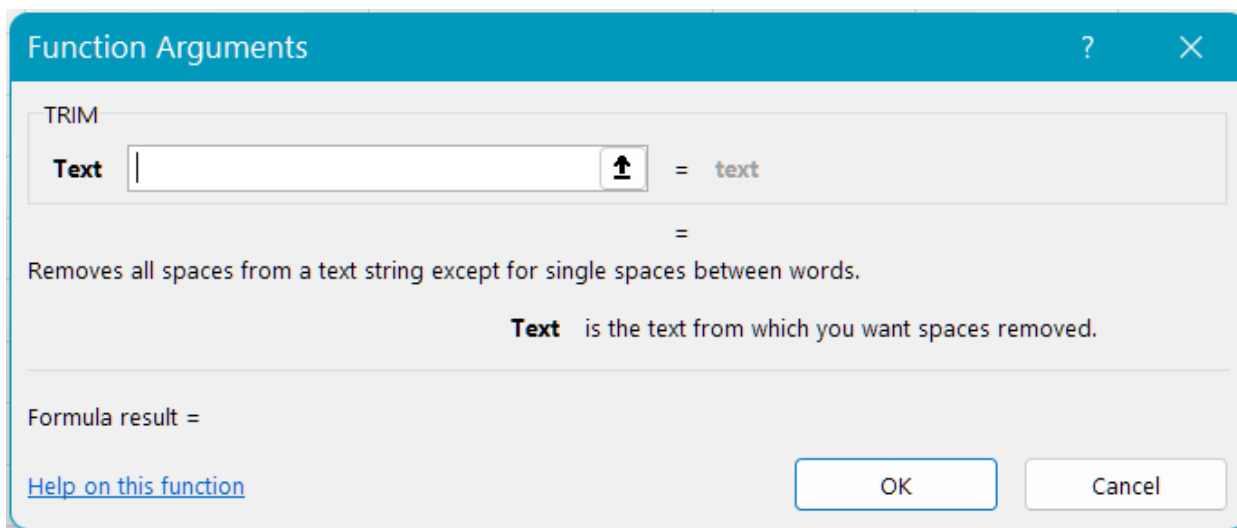
The TRIM() function via the Text category

- Or by typing "trim" into the search field:



The TRIM() function via the search field


- Click OK.
- The "Function Arguments" dialog box opens up:



The TRIM() "Function Arguments" dialog box opens

- Click on the button to the right of the argument and select the relevant cell, i.e., B4:

TRIM

Text  = "this is great!"

Select the cell containing the relevant text

- Click OK. Excel removes the spaces!
- Copy the formula from cell C4 to the other green cells.

	A	B	C	D
1	Function: TRIM()			
2				
3		Before	After	
4		this is great!	this is great!	
5		this is great!	this is great!	
6		this is great!	this is great!	

The result: no unnecessary spaces!

Ta-da! Now you know how to use the fx wizard to set up this function! 😊