



EXCEL: Are you a wiggler?

Paste as Values is a handy function, if you need to convert some equation results into constant numbers. But it is a Paste Special function – which requires an addition step (after you COPY, you need to either right-click (or reach up and click the bottom-half of the PASTE button) and figure out which of the Paste icons is the VALUES icon).

Here's a shortcut:

1. Select the range that you want to convert to values.
2. Point to the edge of the range – so your mouse pointer turns into a four-headed arrow.
3. Hold down your RIGHT mouse button.
4. Wiggle the mouse – then release it back on the original range area.
5. See the menu that appears? Just choose COPY HERE AS VALUES ONLY. C'est fini!

	A	B	C	D	E	F
1	1st Number	2nd Number	Total			
2	345	45	15525			
3	456	C2:C8	19			
4	567	56	31			
5	678	54	36			
6	789	55	43			
7	543	33	17			
8	2345	42	98			
9						
10						
11						
12						
13						
14						
15						
16						
17						

Context Menu Options:

- Move Here
- Copy Here
- Copy Here as Values Only
- Copy Here as Formats Only
- Link Here
- Create Hyperlink Here
- Shift Down and Copy
- Shift Right and Copy
- Shift Down and Move
- Shift Right and Move
- Cancel