Microsoft Excel 2013: Quickly Edit Text In Multiple Cells
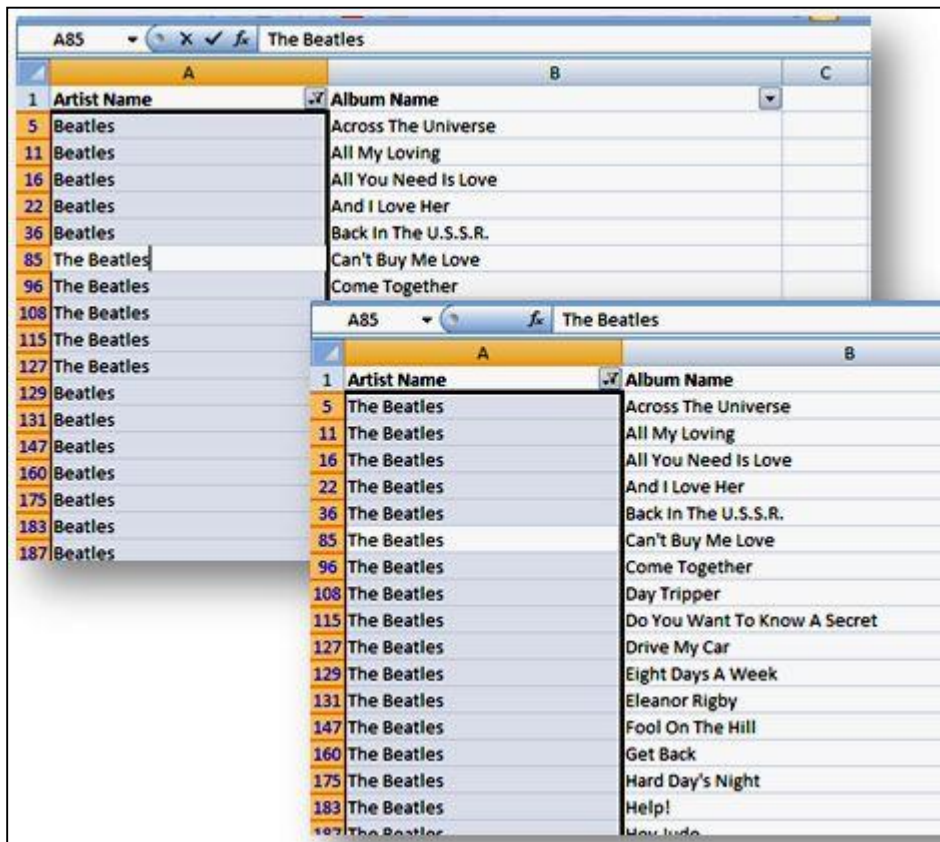
If you have a worksheet that has multiple cells containing different variations of, what should be, identical data, here's a trick you can use to quickly edit multiple cells and make them all identical, which is essential for filtering and sorting.

To quickly correct the data in multiple cells, select all of the cells containing the names you want to fix. You can then type the correct name and press **CTRL+Enter**, which will enter the same value in all of the selected cells.

Using Find and Replace or Copy and Paste are other options you can use for something like this, but the main purpose of this tip is to show you how you can easily use CTRL + Enter to quickly duplicate multiple cells.

You can even use this same **CTRL+Enter** trick for editing formulas