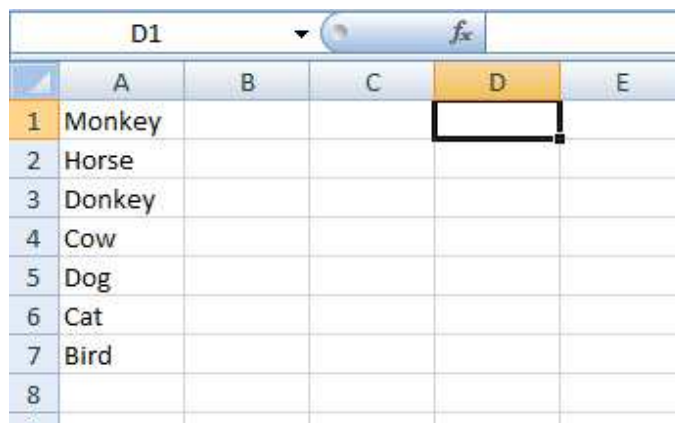# How to create a drop-down list in Excel 2007

Let's say, you would like to create a drop-down list in Excel for your work purposes. Let's imagine it's about names of different animals i.e.you are a zoo keeper ☺.

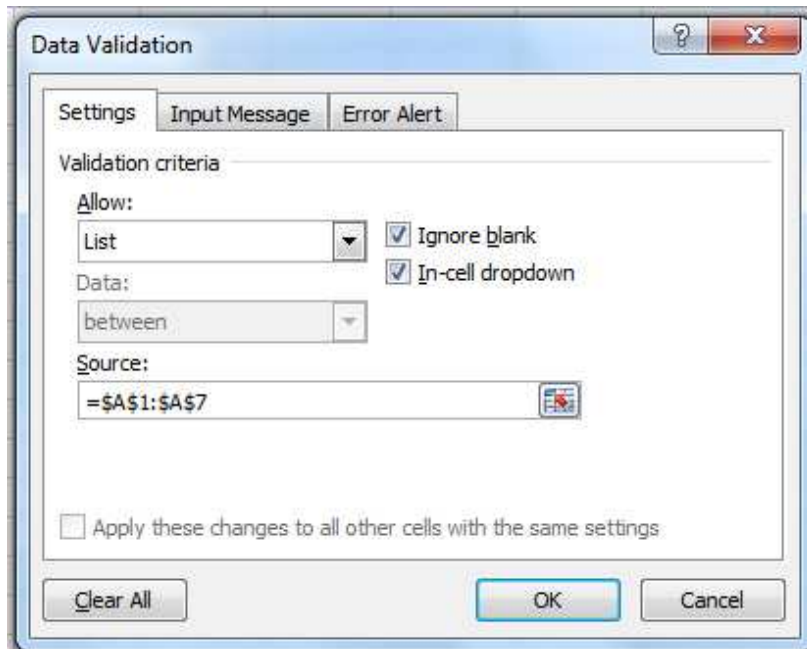You have animal names in Column A (from A1 to A7), and you would like to create the drop-down list in Cell D1.

Click on Cell D1, then click on the Data tab from the Menu bar. Now click on 'Data Validation' then choose 'Data Validation' from the list.

The Data Validation window will open. Under 'Settings', choose 'List' from the 'Allow' menu. For 'Source' select your cells (here A1 – A7) from your spreadsheet. Now click on 'OK' to close the dialog window.

Now a drop-down arrow will appear next to Cell D1, which if you click, will show you the names of your favorite animals.

But this shows how to create drop-down list in one cell.

If you would like to create the drop-down list for all cells in a column (let's say in Column E), then select the column by clicking on column no. (e.g. Column E), and then follow the similar steps done for the single cell.

	A	B	C	D	E	F
1	Monkey					
2	Horse					
3	Donkey					
4	Cow					
5	Dog					
6	Cat					
7	Bird					
8						
9						
10						
11						
12						
13						
14						

Have fun ☺.