

How to Delete row in Excel?

To **delete** a **single** row: Right-click the whole **row** above which you want to **delete** the row, and then select **Delete**. To **delete** multiple **rows**: Select the same number of **rows** above which you want to **delete**. Right-click the selection, and then select **Delete**.

The screenshot shows an Excel spreadsheet titled "ABC Sdn. Bhd. Annual Sales Staff Ranking". The spreadsheet has columns for Name, Sales Target, Sales Result, Completion Rate, Sales Performance, and Rate of Completion. A right-click context menu is open over row 16, with the "Delete" option highlighted. The menu also includes options like Cut, Copy, Paste Options, Paste Special..., Insert, Clear Contents, Format Cells..., Row Height..., Hide, and Unhide.

No	Name	Sales Target	Sales Result	Completion Rate	Sales Performance	Rate of Completion
3,830		91,035	97.0%			
2,181		89,188	96.8%			
1,417		53,066	58.0%			
5,061		57,906	68.1%			
1,847		82,445	100.7%			
0,979		73,292	90.5%			
5,716		96,796	147.3%			
3,113		50,580	60.9%			
5,330		65,080	68.3%			
8,893		64,355	65.1%			
8,593		89,346	152.5%			
8,500		98,163	110.9%			
7,447		80,457	119.3%			
1,612		57,457	80.2%			
8,534		98,502	100.0%			
6,351		58,634	60.9%			
0,896		71,735	117.8%			
1,263		91,324	100.1%			
6,325		87,248	90.6%			
1,902		65,848	80.4%			
7,438		50,048	74.2%			
2,924		79,262	108.7%			
23	Name23	73,536	79,663	108.3%		
24	Name24	59,674	67,097	112.4%		
25	Name25	88,258	88,463	100.2%		
26	Name26	96,007	89,237	92.9%		
27	Name27	66,280	59,667	90.0%		
28	Name28	83,572	85,511	102.3%		
29	Name29	63,111	73,062	115.8%		
30	Name30	51,742	81,499	157.5%		
Total		2,402,332	2,275,966	94.7%		

Source :

<https://support.microsoft.com/en-us/office/insert-or-delete-rows-and-columns-6f40e6e4-85af-45e0-b39d-65dd504a3246#:~:text=To%20insert%20a%20single%20row,and%20then%20select%20Insert%20Rows.>