

# 6 WAYS TO ACTUALLY FIX THE CANNOT INSERT NEW CELLS EXCEL ERROR

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## HOW TO CLEAR CONTENT AND FORMATTING FROM UNUSED CELLS TO FIX THE CANNOT INSERT NEW CELLS EXCEL ERROR

- Firstly, open your Microsoft Excel document.
- Now choose the cells you want to clear formatting from.
- Select a large collection of cells:
  - Click on the keys (**Command/Control + Shift + Down**) to select all the cells below your chosen point.
  - Click on the keys (**Command/Control + Shift + Right or left**) to select all the cells left or right of the document.
  - Click the square left illustrated in the image to select all the cells on the document. You can also press the keys (**Command/Control + A**) to select all the cells.
- Click on the "**Home**" tab.
- Click on the "**Clear**" icon illustrated by an eraser symbol.
- Choose "**Clear all**" from the options to clear formatting.
- Now click on the place you want to insert a new cell.
- Click on "**Insert**" followed by "Insert cells."
- Choose "**Shifts cells down.**"
- Click on "**OK**" to complete the process.

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## HOW CAN YOU DISABLE CELL PROTECTION TO FIX THE CANNOT INSERT NEW CELLS EXCEL ERROR?

- Firstly, open your Excel document.
- Now select the cell and click on (**Command/Control + A**) to select all the cells.
- Now click on "**Review.**"
- Now click on "**Unprotect sheet.**"

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## HOW CAN YOU UNFREEZE PANES TO FIX THE CANNOT INSERT NEW CELLS EXCEL ERROR?

- Firstly, open your Excel document that is showing the error.
- From the top ribbon, choose "**View.**"
- You should select the "**Freeze Panes**" dropdown in the view options.
- You need to click on the "**Unfreeze Panes**" option from the dropdown.
- To save a file, press "**Ctrl + S,**" then close it.



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### WHAT CAN YOU DO TO UNMERGE THE ROWS/COLUMNS TO FIX THE CANNOT INSERT NEW CELLS EXCEL ERROR?

- Firstly, you will need to open the Excel document presenting the cell-related error.
- After that, you will need to select the column or row that has been merged.
- Now click on the "Home" tab.
- Click on the dropdown next to "Merge & Center."
- Click on "Unmerge cells" to complete the process.

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### HOW TO OPEN THE FILE IN EXCEL FOR THE WEB TO FIX THE CANNOT INSERT NEW CELLS EXCEL ERROR

- Firstly, ensure you have a copy of the Excel file available on the desktop.
- Now open Office 365.
- From the launcher, click on "Excel."
- Now click on "Upload."
- Choose your Excel file and click on "Open."

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### HOW CAN YOU COPY THE DATA TO A NEW SHEET TO FIX THE CANNOT INSERT NEW CELLS EXCEL ERROR?

- Firstly, open your Excel document that presents the cell-related error.
- Choose the top left cell, which contains information.
- Press the keys (Command/Control + Shift + Down) to select all the cells down.
- Press the keys (Command/Control + Shift + Right) to select all the cells.
- Now click on the keys (Command/Control + C) to copy the content.
- After that, click on "File."
- Under "New," click on "Blank workbook."
- Finally, press the keys (Command/Control + V) to paste the content.

This problem can relay back to the error itself; the error presents itself as the last row of your document containing information that could get pushed off the document. You may need to clear formatting if you are looking for content in any of the cells towards the edges of your document. Sometimes you could also protect cells from information removal; you may need to turn off cell protection.

If you have any questions, please contact us here: [businesstechplanet.com/contact-us](https://www.businesstechplanet.com/contact-us) and we would be more than happy to help.

