

Re: class lists in excel

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- *From:* Bob Greenblatt <bob@xxxxxxxxxx>
 - *Date:* Thu, 10 Apr 2008 09:29:00 -0500
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On 4/7/08 12:42 PM, in article ee97c12.-1@xxxxxxxxxxxxxxxxxxxxxxxxxxxxx, "Dando@xxxxxxxxxxxxxxxxxx" <Dando@xxxxxxxxxxxxxxxxxx> wrote:

Version: 2004
Operating System: Mac OS X 10.4 (Tiger)
Processor: Power PC

Does anyone have a good way of making a class list (first name, last name, street, city, phone, parents, etc) in Excel that can be easily alphabetized (sorted) by last name?

Just enter the items in different columns, just the way you listed it above. Then select the area and chose Sort from the Data menu. Pick the column containing the last name as the key.

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