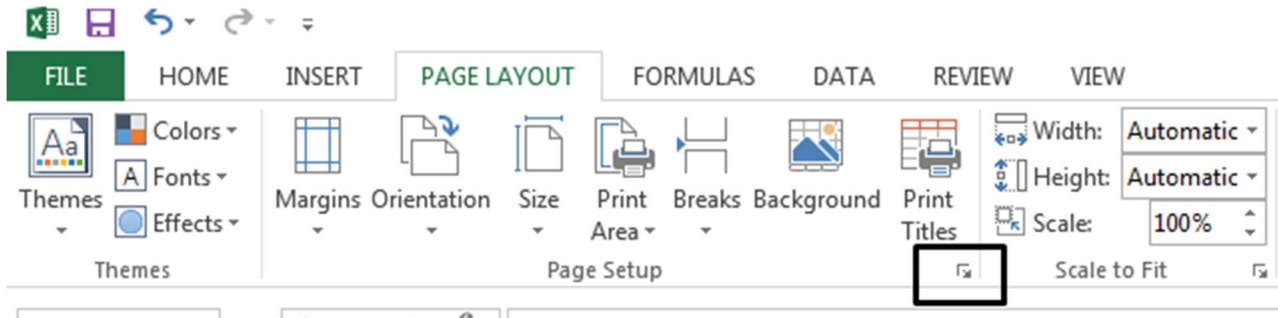


Fit to one page

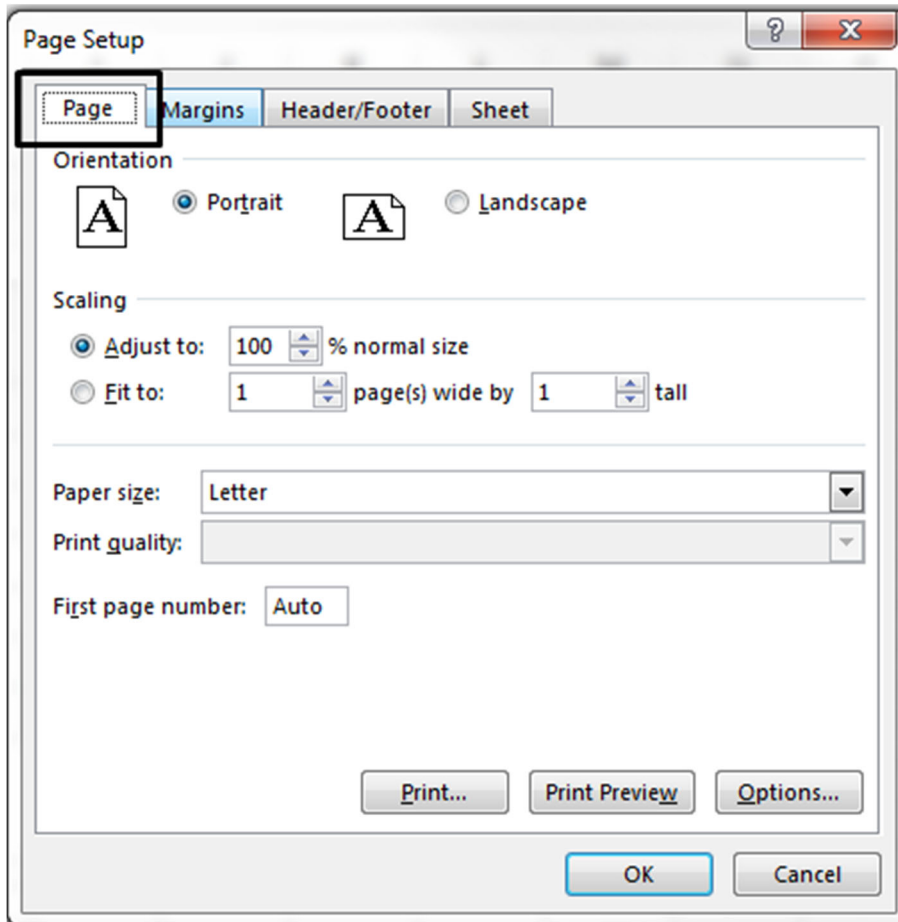
By scaling your worksheet for printing, you can make your data fit to one page. You can shrink your Excel document to fit data on a designated number of pages using the **Page Setup** option in the **Page Layout** tab.

Shrink a worksheet to fit on one page

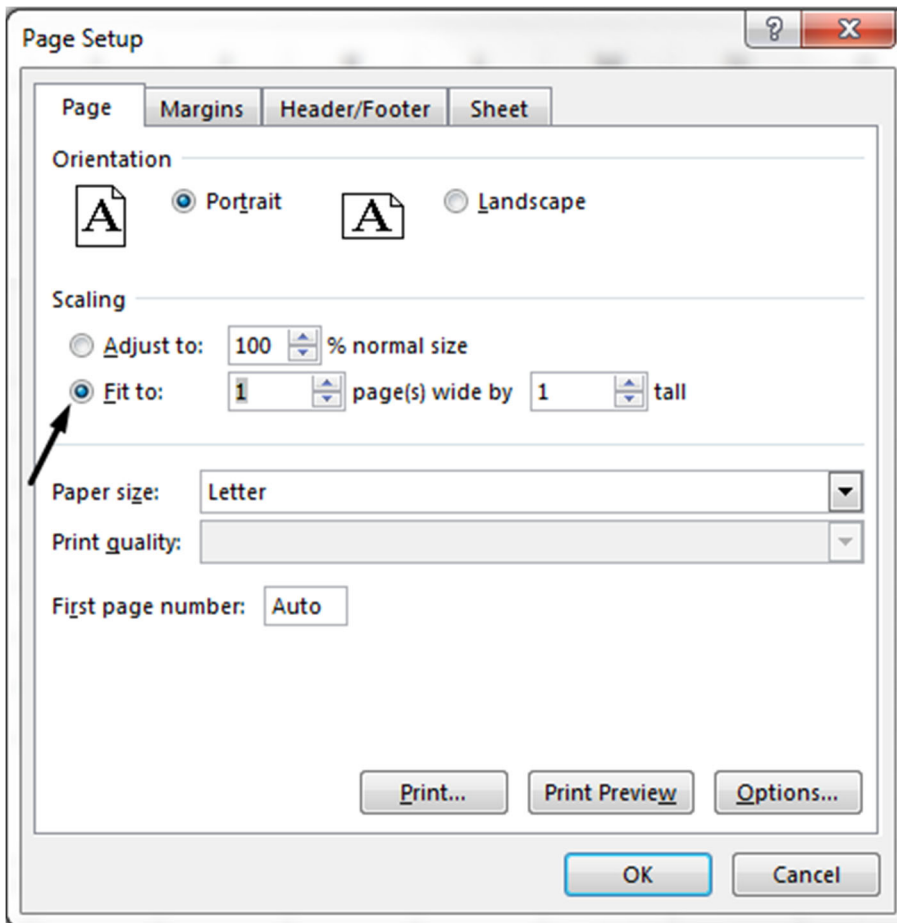
1. Click **Page Layout**. Click the small **Dialog Box Launcher** on the bottom right. This opens up the **Page Setup** dialog box.



2. Select the **Page** tab in the **Page Setup** dialog box.



3. Select **Fit to** under **Scaling**.
4. To fit your document to print on one page, choose 1 page(s) wide by 1 tall in the **Fit to** boxes.



Note: Excel will shrink your data to fit on the number of pages specified. You can also adjust the **Fit to** numbers to print to multiple pages.

5. Press **OK** at the bottom of the **Page Setup** dialog box.

See Also

You can also use page breaks to divide your worksheet into separate pages for printing. While Excel does add page breaks automatically (indicated by a dashed line), you can also [insert, move, or delete page breaks in a worksheet](#).

If you only need to print a section of your worksheet, you can [set or clear a print area on a worksheet](#).