

Formula to Separate First and Last Names

This formula extracts the first name:

=LEFT(A1,FIND(" ",A1))

Be sure to put a space between the quotation marks in the formula.

You can copy the formula to the rest of column B by dragging the Autofill handle.

This formula extracts the last name:

=MID(A1,FIND(" ",a1)+1,LEN(A1))

Be sure to put a space between the quotation marks in the formula.