Keep all your original data intact; don't delete it

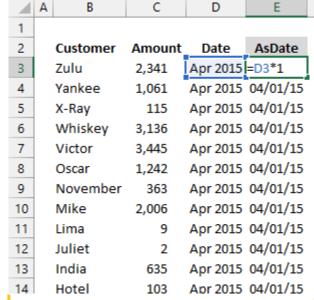## Base data

- Data in "Date" is text

	A	B	C	D
1				
2		Customer	Amount	Date
3		Zulu	2,341	Apr 2015
4		Yankee	1,061	Apr 2015
5		X-Ray	115	Apr 2015
6		Whiskey	3,136	Apr 2015
7		Victor	3,445	Apr 2015
8		Oscar	1,242	Apr 2015
9		November	363	Apr 2015
10		Mike	2,006	Apr 2015
11		Lima	9	Apr 2015
12		Juliet	2	Apr 2015
13		India	635	Apr 2015
14		Hotel	103	Apr 2015

Convert Text to Number

- Use operator to convert types

	A	B	C	D	E
1					
2		Customer	Amount	Date	AsDate
3		Zulu	2,341	Apr 2015	=D3*1
4		Yankee	1,061	Apr 2015	04/01/15
5		X-Ray	115	Apr 2015	04/01/15
6		Whiskey	3,136	Apr 2015	04/01/15
7		Victor	3,445	Apr 2015	04/01/15
8		Oscar	1,242	Apr 2015	04/01/15
9		November	363	Apr 2015	04/01/15
10		Mike	2,006	Apr 2015	04/01/15
11		Lima	9	Apr 2015	04/01/15
12		Juliet	2	Apr 2015	04/01/15
13		India	635	Apr 2015	04/01/15
14		Hotel	103	Apr 2015	04/01/15

- Keep this data
  - Don't delete "Date"
  - Don't copy/paste values in "AsDate"[1]

Delete Text column

- Don't do this!

	A	B	C	D
1				
2		Customer	Amount	Date
3		Zulu	2,341	04/01/15
4		Yankee	1,061	04/01/15
5		X-Ray	115	04/01/15
6		Whiskey	3,136	04/01/15
7		Victor	3,445	04/01/15
8		Oscar	1,242	04/01/15
9		November	363	04/01/15
10		Mike	2,006	04/01/15
11		Lima	9	04/01/15
12		Juliet	2	04/01/15
13		India	635	04/01/15
14		Hotel	103	04/01/15

- Destroying original data is dangerous!
- If you need the original data after destroying it, then…
  - You must reverse engineer your steps (i.e. waste of time)
  - You may need to start over because reverse engineering your steps is not possible (i.e. waste of time)

(1) Exceptions exist. At a minimum, you will want to keep at least one formula.