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PivotTable

Recommended PivotTables

Tables

Laptop

	C	D	E	F	G	H		
	Sales Person	Units Sold	Sales	Store Region	Profit	Date		
	Michael	20	\$33000	New York	\$9000	01-09-2022		
3	October	HP Spectre	Jim	55	\$40000	Arizona	\$2000	01-10-2022
4	November	Microsoft Surface	Dwight	60	\$30000	Dallas	\$7000	01-11-2022
5	January	Dell XPS 14	Dwight	34	\$20000	Dallas	\$6000	01-01-2022
6	January	HP Spectre	Jim	56	\$15000	California	\$4000	02-01-2022
7	February	ThinkPad	Pam	66	\$60000	New York	\$3000	03-02-2022
8	March	MacBook	Pam	45	\$70000	New York	\$2000	04-03-2022
9	March	ThinkPad	Pam	30	\$45000	Dallas	\$5000	05-03-2022
10	March	ThinkPad	Jim	50	\$35000	California	\$7000	06-03-2022
11	April	ThinkPad	Dwight	35	\$20000	Dallas	\$10000	07-04-2022
12	June	MacBook	Dwight	46	\$30000	New York	\$6000	08-06-2022
13	June	Dell XPS 14	Dwight	76	\$30500	Arizona	\$9000	09-06-2022
14	June	Dell XPS 14	Jim	54	\$30200	Arizona	\$8000	10-06-2022
15	July	HP Spectre	Michael	34	\$40000	New York	\$7000	11-07-2022
16	July	Dell XPS 14	Michael	75	\$50000	California	\$5000	12-07-2022
17	August	HP Spectre	Pam	81	\$80000	Dallas	\$4000	13-08-2022
18	August	HP Spectre	Jim	20	\$20000	Texas	\$5000	14-08-2022
19	October	HP Spectre	Dwight	34	\$30000	Texas	\$9800	15-10-2022
20	October	Dell XPS 14	Dwight	67	\$35000	Texas	\$6600	16-10-2022

Recommended PivotTables

Source: Table1

'Units Sold' by 'Store Region'

Row Labels	Sum of Units Sold
Dallas	240
New York	211
Arizona	185
California	181
Texas	121
Grand Total	938

Insert on: + New sheet + Existing sheet

'Units Sold' by 'Laptop' and 'Sales Person'

Sum of Units Sold	Column Labels				
Row Labels	Dwight	Jim	Pam	Michael	
Dell XPS 14	177	54		95	3
HP Spectre	34	121	81	34	2
ThinkPad	35	50	96		1
MacBook	46		45		9
Microsoft Surface	60				6

Insert on: + New sheet + Existing sheet

# Manual Pivot Tables

**Jinjer L. Simon**



## **Manual Pivot Tables:**

**Beginning PivotTables in Excel 2007** Debra Dalglish, 2007-12-01 Using a PivotTable in Microsoft Office Excel 2007 is a quick and exciting way to slice and dice a large amount of data This book explains what PivotTables are how you can benefit from using them how to create them and modify them and how to use their enhanced features It is for experienced Excel users who want to learn how to use Excel 2007 Pivot Tables for fast data analysis The author is an internationally recognized Excel authority Her web site on Excel contexts com has over 175 000 visitors a month **Excel 2007**

**PivotTables Recipes** Debra Dalglish, 2008-03-11 Debra Dalglish Microsoft Office Excel Most Valuable Professional since 2001 and an expert and trainer in Excel brings together a one stop resource for anyone curious about representing analyzing and using their data with PivotTables and PivotCharts You ll find this book inimitable when facing any new or difficult problem in PivotTables covering the entire breadth of situations you could ever encounter from planning and creating to formatting and extracting data to maximizing performance and troubleshooting The author presents tips and techniques in this collection of recipes that can t be found in Excel s Help section while carefully explaining the most confusing features of PivotTables to help you realize their powerful potential The chapters in this book have been organized into a collection of recipes to take you step by step from the problem you are experiencing to the solution you are aiming for Without fuss you ll find clear and precise information to help you assess your situation whether common or unique and solve your problem Working examples of complex PivotTables and numerous PivotTable programming examples will help you solve problems quickly without the need to digest heavy content *Microsoft Excel 2019 for Lawyers Training Manual Classroom in a Book TeachUcomp* , 2019-10-27 Complete classroom training manuals for Microsoft Excel 2019 for Lawyers 479 pages and 224 individual topics Includes practice exercises and keyboard shortcuts You will learn how to effectively use legal templates legal business functions such as the Pv and Fv functions and simple IOLTA management In addition you ll receive our complete Excel curriculum Topics Covered Getting Acquainted with Excel 1 About Excel 2 The Excel Environment 3 The Title Bar 4 The Ribbon 5 The File Tab and Backstage View 6 Scroll Bars 7 The Quick Access Toolbar 8 Touch Mode 9 The Formula Bar 10 The Workbook Window 11 The Status Bar 12 The Workbook View Buttons 13 The Zoom Slider 14 The Mini Toolbar 15 Keyboard Shortcuts File Management 1 Creating New Workbooks 2 Saving Workbooks 3 Closing Workbooks 4 Opening Workbooks 5 Recovering Unsaved Workbooks 6 Opening a Workbook in a New Window 7 Arranging Open Workbook Windows 8 Freeze Panes 9 Split Panes 10 Hiding and Unhiding Workbook Windows 11 Comparing Open Workbooks 12 Switching Open Workbooks 13 Switching to Full Screen View 14 Working With Excel File Formats 15 AutoSave Online Workbooks Data Entry 1 Selecting Cells 2 Entering Text into Cells 3 Entering Numbers into Cells 4 AutoComplete 5 Pick from Drop Down List 6 Flash Fill 7 Selecting Ranges 8 Ranged Data Entry 9 Using AutoFill Creating Formulas 1 Ranged Formula Syntax 2 Simple Formula Syntax 3 Writing Formulas 4 Using AutoSum 5 Inserting Functions 6 Editing a Range 7

Formula AutoCorrect 8 AutoCalculate 9 Function Compatibility Copying Pasting Formulas 1 Relative References and Absolute References 2 Cutting Copying and Pasting Data 3 AutoFilling Cells 4 The Undo Button 5 The Redo Button Columns Rows 1 Selecting Columns Rows 2 Adjusting Column Width and Row Height 3 Hiding and Unhiding Columns and Rows 4 Inserting and Deleting Columns and Rows Formatting Worksheets 1 Formatting Cells 2 The Format Cells Dialog Box 3 Clearing All Formatting from Cells 4 Copying All Formatting from Cells to Another Area Worksheet Tools 1 Inserting and Deleting Worksheets 2 Selecting Multiple Worksheets 3 Navigating Worksheets 4 Renaming Worksheets 5 Coloring Worksheet Tabs 6 Copying or Moving Worksheets Setting Worksheet Layout 1 Using Page Break Preview 2 Using the Page Layout View 3 Opening The Page Setup Dialog Box 4 Page Settings 5 Setting Margins 6 Creating Headers and Footers 7 Sheet Settings Printing Spreadsheets 1 Previewing and Printing Worksheets Helping Yourself 1 Using Excel Help 2 The Tell Me Bar 3 Smart Lookup Creating 3D Formulas 1 Creating 3D Formulas 2 3D Formula Syntax 3 Creating 3D Range References Named Ranges 1 Naming Ranges 2 Creating Names from Headings 3 Moving to a Named Range 4 Using Named Ranges in Formulas 5 Naming 3D Ranges 6 Deleting Named Ranges Conditional Formatting and Cell Styles 1 Conditional Formatting 2 Finding Cells with Conditional Formatting 3 Clearing Conditional Formatting 4 Using Table and Cell Styles Paste Special 1 Using Paste Special 2 Pasting Links Sharing Workbooks 1 About Co authoring and Sharing Workbooks 2 Co authoring Workbooks 3 Adding Shared Workbook Buttons in Excel 4 Traditional Workbook Sharing 5 Highlighting Changes 6 Reviewing Changes 7 Using Comments and Notes 8 Compare and Merge Workbooks Auditing Worksheets 1 Auditing Worksheets 2 Tracing Precedent and Dependent Cells 3 Tracing Errors 4 Error Checking 5 Using the Watch Window 6 Cell Validation Outlining Worksheets 1 Using Outlines 2 Applying and Removing Outlines 3 Applying Subtotals Consolidating Worksheets 1 Consolidating Data Tables 1 Creating a Table 2 Adding an Editing Records 3 Inserting Records and Fields 4 Deleting Records and Fields Sorting Data 1 Sorting Data 2 Custom Sort Orders Filtering Data 1 Using AutoFilters 2 Using the Top 10 AutoFilter 3 Using a Custom AutoFilter 4 Creating Advanced Filters 5 Applying Multiple Criteria 6 Using Complex Criteria 7 Copying Filter Results to a New Location 8 Using Database Functions Using What If Analysis 1 Using Data Tables 2 Using Scenario Manager 3 Using Goal Seek 4 Forecast Sheets Table Related Functions 1 The Hlookup and Vlookup Functions 2 Using the IF AND and OR Functions 3 The IFS Function Sparklines 1 Inserting and Deleting Sparklines 2 Modifying Sparklines Creating Charts In Excel 1 Creating Charts 2 Selecting Charts and Chart Elements 3 Adding Chart Elements 4 Moving and Resizing Charts 5 Changing the Chart Type 6 Changing the Data Range 7 Switching Column and Row Data 8 Choosing a Chart Layout 9 Choosing a Chart Style 10 Changing Color Schemes 11 Printing Charts 12 Deleting Charts Formatting Charts in Excel 1 Formatting Chart Objects 2 Inserting Objects into a Chart 3 Formatting Axes 4 Formatting Axis Titles 5 Formatting a Chart Title 6 Formatting Data Labels 7 Formatting a Data Table 8 Formatting Error Bars 9 Formatting Gridlines 10 Formatting a Legend 11 Formatting Drop and High Low Lines 12 Formatting Trendlines 13 Formatting Up

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 you may not be up to speed on two of Excel s most useful features PivotTable and PivotChart turn long lists of unreadable  
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 with PivotTables and PivotCharts     **Microsoft Excel - Pivot Tables In-Depth** Erin Olsen,2014 In this Microsoft Excel

Pivot Tables training course expert author Erin Olsen teaches you everything you need to know about pivot tables one of the most powerful features in Excel This course is designed for users that already have a basic understanding of Excel You will start out by learning the basics of pivot tables such as how to prepare your data creating manual pivot tables and using pivot table tools You will then learn how to manage pivot table data including understanding and working with the pivot cache working with the data source and pivoting data in a pivot table Erin will show you how to properly format pivot tables teaching you how to apply basic formatting rename pivot table fields and format numbers Finally this video tutorial will cover topics such as how to sort and filter pivot tables manipulate calculations and visualize table data with charts Once you have completed this video based training course you will be comfortable with creating pivot tables using a variety of different methods and manipulating their structure and functionality Working files are included allowing you to follow along with the author throughout the lessons

Excel 2010 Pivot Tables Tim Hill, 2011-09-02 The jargon associated with Microsoft Excel s pivot tables n dimensional cross tabulations makes them look complex but they re really no more than an easy way to build concise flexible summaries of long lists of raw values If you re working with hundreds or hundreds of thousands of rows then pivot tables are the best way to look at the same information in different ways summarize data on the fly and spot trends and relationships This handy guide teaches you how to use Excel s most powerful feature to crunch large amounts of data without having to write new formulas copy and paste cells or reorganize rows and columns You can download the sample workbook to follow along with the author s examples Create pivot tables from spreadsheet or database tables Rearrange pivot tables by dragging swapping and nesting fields Customize pivot tables with styles layouts totals and subtotals Combine numbers dates times or text values into custom groups Calculate common statistics or create custom formulas Filter data that you don t want to see Create and customize pivot charts Unlink a pivot table from its source data Control references to pivot table cells Plenty of tips tricks and workarounds Fully cross referenced and indexed Contents1 Pivot Table Basics2 Nesting Fields3 Grouping Items4 Calculations and Custom Formulas5 Filtering Data6 Charting Pivot Tables7 Tricks with Pivot TablesAbout the AuthorTim Hill is a data miner based in Las Vegas Nevada When he s not crunching numbers in SAS Excel R or SQL Tim plays poker hikes canyons and avoids malls

*Improve your PivotTables with Excel* Rémy Lentzer, 2020-01-13 Discover multiple tips to optimize the analysis of your data With Excel you can calculate filter and organize your information in thousands ways PivotTables allow you to produce statistics and analyze data more finely Any person who handles Excel is able to create a PivotTable There is no limit in the choice of information to analyze This book focuses on details various options and devices that facilitate daily work It will enable you to make progress in the control of this great statistical tool An essential practical guide to perfect your mastery of Excel an indispensable tool for your daily work

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*Developing Microsoft Excel 95 Solutions with Visual Basic for Applications* Eric Wells,1995 Written by a member of the Microsoft Excel technical team this insider s guide introduces Microsoft Excel and Excel Visual Basic as full fledged development environemnts The book provides corporate developers and consultants with expert advice on building professional quality data access and decision making tools that turn raw data into meaningful information J. R. Clark Company V. Jones & Laughlin Steel Corporation ,1960 *Microsoft Office for Windows Step by Step* Catapult, Inc,1994 Like all the Step by Step books this one provides a series of lessons with integrated practice files on disk The book assumes knowledge of the individual components of Office so it can dive into the nitty gritty of creating dazzling presentation quality documents that intelligently use components of all Office applications and make your life much more fun **Excel Pivot Tables And Charts** Peter G.Aitken,2006-03-06 Excel is by far the most widely used spreadsheet program with an installed base of hundreds of millions PivotTables and the related pivot charts are a powerful tool within Excel for analyzing summarizing and organizing data to reveal meanings that would not otherwise be visible The use of these tools is not simple or intuitive however and the vast majority of Excel users have never tapped their power This book addresses this need by providing complete coverage of Excel PivotTables and pivot charts starting with the simplest and most basic uses and working up to complex and sophisticated scenarios The book combines both the reference and tutorial approaches Understanding PivotTables and Charts Understanding Data Sources for PivotTables Using PivotTable Tools and Formatting Working with PivotTable Components More about PivotTable Components Understanding and Using PivotCharts Using PivotTables with Multidimensional Data Getting Hard Data from a PivotTable PivotTable Alternatives Programming PivotTables with VBA Manual of Clinical Microbiology Patrick R. Murray, Ellen Jo Baron,2003 Includes information on infection detection and prevention and control diagnostic technologies bacteriology antibacterial antiviral antifungal and antiparasitic agents and susceptibility test methods virology mycology and parasitology Excel Data Analysis Jinjer L. Simon,2003 Essential for those who know basic Excel and want to explore the full potential of the program Teaches how to manipulate data to suit specific needs and achieve more by doing less work Self contained two page lessons featuring high resolution screen shots and minimal text show how to create custom functions retrieve data from databases use value chains

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[Microsoft Excel 97 Developer's Handbook](#) Eric Wells,Steve Harshbarger,1997 Organizations everywhere are discovering that Microsoft Excel is a powerful development tool and now features important Intranet and Internet capabilities That's why the third edition of this classic is the one volume reference for application programmers who want fast easy ways to produce custom business information solutions *Excel 2003 Bible* John Walkenbach,2003-10-03 The most comprehensive guidebook available on the most popular spreadsheet program fully updated to include all new X features Written by the leading Excel guru known as Mr Spreadsheet John Walkenbach who has written more than thirty books and 300 articles on related topics and maintains the popular Spreadsheet Page at [www.jwalk.com](http://www.jwalk.com) ss The definitive reference book for beginning



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This book delves into Manual Pivot Tables. Manual Pivot Tables is a vital topic that must be grasped by everyone, from students and scholars to the general public. This book will furnish comprehensive and in-depth insights into Manual Pivot Tables, encompassing both the fundamentals and more intricate discussions.

1. This book is structured into several chapters, namely:

- Chapter 1: Introduction to Manual Pivot Tables
- Chapter 2: Essential Elements of Manual Pivot Tables
- Chapter 3: Manual Pivot Tables in Everyday Life
- Chapter 4: Manual Pivot Tables in Specific Contexts
- Chapter 5: Conclusion

2. In chapter 1, the author will provide an overview of Manual Pivot Tables. This chapter will explore what Manual Pivot Tables is, why Manual Pivot Tables is vital, and how to effectively learn about Manual Pivot Tables.
3. In chapter 2, the author will delve into the foundational concepts of Manual Pivot Tables. The second chapter will elucidate the essential principles that must be understood to grasp Manual Pivot Tables in its entirety.
4. In chapter 3, the author will examine the practical applications of Manual Pivot Tables in daily life. This chapter will showcase real-world examples of how Manual Pivot Tables can be effectively utilized in everyday scenarios.
5. In chapter 4, this book will scrutinize the relevance of Manual Pivot Tables in specific contexts. This chapter will explore how Manual Pivot Tables is applied in specialized fields, such as education, business, and technology.
6. In chapter 5, this book will draw a conclusion about Manual Pivot Tables. This chapter will summarize the key points that have been discussed throughout the book.

This book is crafted in an easy-to-understand language and is complemented by engaging illustrations. This book is highly recommended for anyone seeking to gain a comprehensive understanding of Manual Pivot Tables.

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## Manual Pivot Tables Introduction

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