

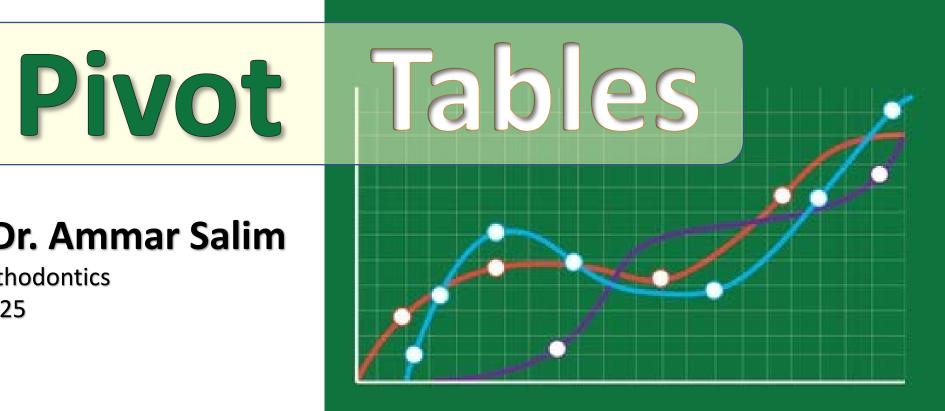




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- ▶ A Pivot Table is a <u>powerful tool</u> to calculate, summarize, and analyze data that lets you see comparisons, patterns, and trends in your data.
- ▶ A Pivot Table is a table of statistics that summarizes the data of a more extensive table.
- ▶ Pivot Tables are one of Excel's most powerful features. A pivot table allows you to extract the significance from a large, detailed data set.
- ▶ **Pivot Tables** are a <u>reporting engine</u> built into Excel. They are the single best tool in Excel for <u>analyzing data</u> <u>WITHOUT FORMULAS</u>.

What is a Pivot?



- ► A **Pivot** is a <u>thing</u> around which other things rotate.
- ► An axis is an imaginary line around which things rotate.





Data Sources

- Mostly from other applications, e.g. Google form.
- ► Manual input.



Data form

- The data must be in a **Tabular Format**One row of headers that describes the data.
- ► Requirements:
 - No blank columns.
 - No blank rows.
 - No merged cells



Shall We Start Practicing??