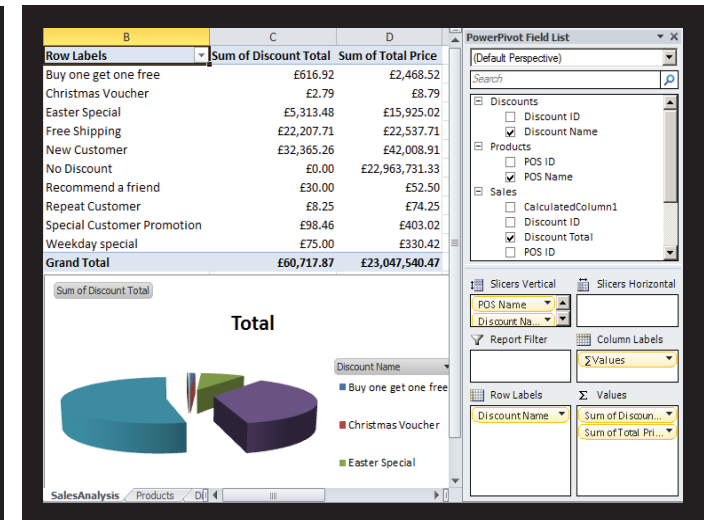
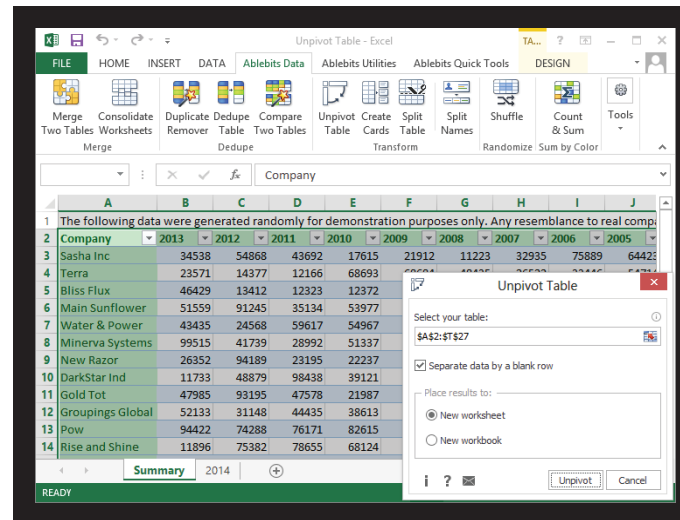




PIVOT TABLES WORKSHOP

WORKSHOP OBJECTIVES

1. What is a Pivot Table
2. When to use a Pivot Table
3. Spreadsheet vs. Pivot Table
4. Planning your Pivot Table
5. Creating a Pivot Table
6. PivotTable fields
7. Add chart titles
8. PivotTable charts



WHAT ARE PIVOT TABLES?

Pivot tables are a useful feature of MS Excel. They can be used to summarize, analyze, and present your data. In plain English, it means, you can analyze a product, take the sales data, view region and product-wise revenues with columns, and use pivot tables to find out how products are performing in each region. Once you have finished looking at the summarized data, you can quickly re-sort your data and look at it from a different perspective, all without using functions or formulas.

Visit tsc.utep.edu/workshops
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