

# Pivot Tables In Depth For Microsoft Excel 2016

Pivot tables are one of the most powerful tools in Microsoft Excel 2016 that enable you to analyze and summarize large amounts of data with ease. This essential feature allows you to transform raw data into meaningful insights, making it an indispensable tool for data analysis and reporting.

## What is a Pivot Table?

A pivot table is a dynamic table that allows you to rearrange and summarize data from a larger dataset. It provides a way to extract and analyze specific information from a large dataset, without altering the original data.

In simpler terms, pivot tables allow you to manipulate your data, enabling you to view it from different perspectives, apply filters, and quickly obtain the answers you need. It provides a flexible way to organize and summarize data in just a few clicks.



## Pivot Tables In Depth For Microsoft Excel 2016

by Magda B. Brajer (Kindle Edition)

★★★★☆ 4.1 out of 5

Language : English

File size : 27201 KB

Text-to-Speech : Enabled

Screen Reader : Supported

Enhanced typesetting : Enabled

Print length : 251 pages

Lending : Enabled



## Why Use Pivot Tables in Microsoft Excel 2016?

There are several reasons why pivot tables are indispensable in Excel 2016:

- **Efficient Data Analysis:** Pivot tables enable you to analyze large datasets efficiently without the need for complex formulas or manual calculations.
- **Flexibility:** You can easily change the layout, filter data, and update summaries without altering the original dataset.
- **Visual Insights:** Pivot tables provide visual representation of data through dynamic charts and graphs, enhancing your ability to interpret and present your findings.
- **Quick Data Summaries:** With just a few clicks, you can summarize your data by categories, perform calculations, and create reports.

## Creating a Pivot Table

To create a pivot table in Microsoft Excel 2016, simply follow these steps:

1. Select the dataset you want to analyze.
2. Go to the "Insert" tab and click on the "PivotTable" button.
3. Select the range of data you want to include in your pivot table.
4. Choose where you want to place the pivot table (either in a new worksheet or an existing one).
5. Click "OK" to create the pivot table.

Once you've created a pivot table, you can customize it by adding fields, rearranging columns, applying filters, and selecting summary functions for your data. Excel also provides various preset styles and layouts to choose from, making it easy to present your data in a visually appealing way.

## Using Pivot Tables for Data Analysis

Pivot tables offer a wide range of functionalities for data analysis. Here are some common use cases:

- **Summarizing Data:** You can quickly summarize data by various categories, such as sales by region, total revenue by product, or average age by gender.
- **Filtering Data:** Pivot tables allow you to filter data based on specific conditions, making it easier to focus on relevant information.
- **Grouping Data:** You can group data by dates, months, or other criteria to gain insights into trends and patterns.
- **Calculating Metrics:** Pivot tables enable you to perform calculations such as sums, averages, counts, and percentages on your data.

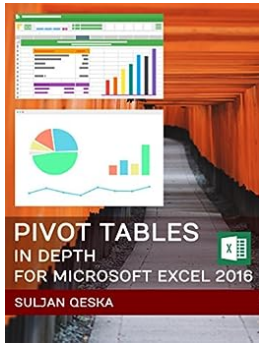
## Tips and Tricks for Effective Pivot Table Usage

To maximize the potential of pivot tables, here are some useful tips and tricks:

- **Refresh Data:** If your dataset changes, remember to refresh the pivot table to ensure accurate results.
- **Drag and Drop:** To rearrange your data, simply drag and drop fields within the pivot table area.
- **Multiple Data Sources:** You can create pivot tables using data from multiple sources, such as different worksheets or external databases.
- **Calculations:** Experiment with different summary functions (e.g., SUM, AVERAGE, MAX, MIN) to present your data in the most meaningful way.

Pivot tables in Microsoft Excel 2016 provide a powerful solution for data analysis and report generation. By leveraging this feature, you can gain valuable insights

from your data, simplify the reporting process, and present information in a visually appealing manner. With the ability to manipulate and summarize data effortlessly, pivot tables are an essential tool for anyone working with large datasets in Excel.



## Pivot Tables In Depth For Microsoft Excel 2016

by Magda B. Brajer (Kindle Edition)

★★★★☆ 4.1 out of 5

Language : English

File size : 27201 KB

Text-to-Speech : Enabled

Screen Reader : Supported

Enhanced typesetting : Enabled

Print length : 251 pages

Lending : Enabled



Whether you are a new or an experienced user of Pivot Tables this book has something for you. Not only you will be able to build Pivot Tables quickly but you will also be able to master the topic in depth and see ways of using Pivot Tables that you haven't seen before.

Buy this book and learn easily how to:

- Build both easy and complex Pivot Tables in a matter of minutes
- Use all custom calculations available and learn how Excel calculates them
- Use all 11 summary metrics Pivot Tables have and learn how they are calculated

- Group items
- Build Calculated Fields that will add extra insight into your tables
- Build Calculated Items
- Filter Pivot Tables the way you like with all types of filters including Slicers and Timelines
- Use the same Slicer or Timeline to filter multiple Pivot Tables
- Format a Pivot Table in any way you like
- Sort Pivot Tables with custom sort lists
- Use Pivot Table options effectively to build the Pivot Table you want and manage it efficiently
- Build Pivot Charts
- Build Pivot Tables using different data sources from small tables to large database ones
- Build Pivot Tables using the Data Model
- Crunch data with Online Analytical Processing (OLAP)
- Use Named Sets to structure Pivot Tables in ways that have not been possible before

Files used in the book are available for FREE via a download link.



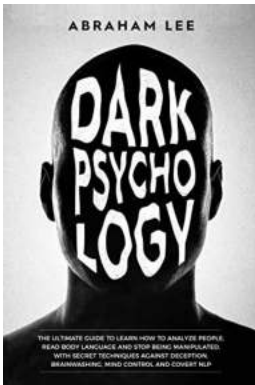
## The Intersections Of Race And Class For Women In Academia

Women in academia face unique challenges and opportunities in their pursuit of knowledge and career advancement. However, when considering the intersections...



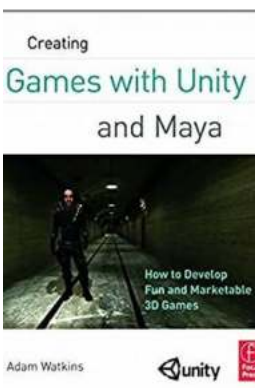
## Veritas: An Enemies To Lovers Single Dad Romance - A Sizzling Tale of Passion and Redemption

In the world of romance novels, there are few tropes as captivating as enemies turning into lovers. Add a single dad to the mix, and you've got a recipe for fireworks....



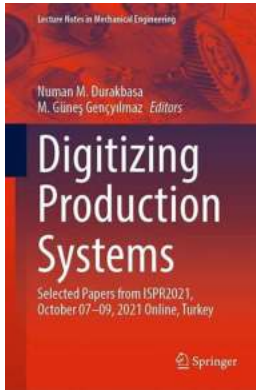
## The Ultimate Guide To Learn How To Analyze People, Read Body Language, And Stop

Have you ever wondered what people are really thinking or feeling? Do you wish you had the ability to understand someone's body language and decipher their true intentions?...



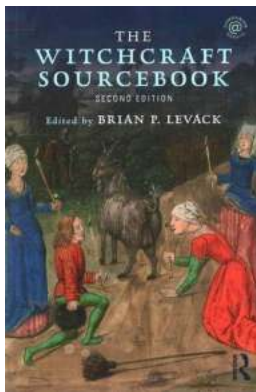
## The Ultimate Guide: How To Develop Fun And Marketable 3D Games That Dominate The Market

Are you passionate about gaming and have always dreamt of creating your own 3D game? The world of game development may seem complex and overwhelming, but with the right...



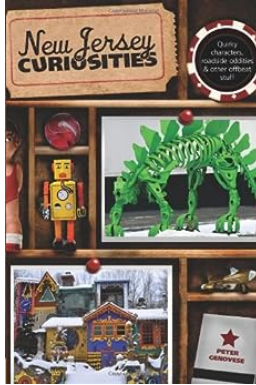
## Unlocking the Secrets of Mechanical Engineering: Suse 2021 Lecture Notes

Are you passionate about understanding how things work? Do you enjoy analyzing complex machinery and finding innovative solutions? If so, then Mechanical Engineering might be...



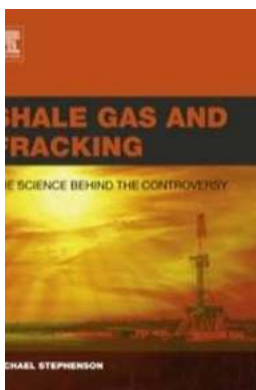
## The Witchcraft Sourcebook Second Edition - Unveiling the Mysteries

Are you fascinated by the realm of witchcraft and its origins? Do you seek to delve into the ancient practices and beliefs that have influenced the world of magic throughout...



## New Jersey Curiosities 3rd: Uncovering the Hidden Gems of the Garden State

Welcome to the third edition of our series on New Jersey curiosities! In this article, we will take you on a captivating journey through the Garden State to explore unique...



## The Science Behind The Controversy - Unveiling the Truth

Controversies are an inherent part of our society, be it in the field of politics, sports, or popular culture. However, when it comes to scientific controversies, the stakes...

[pivot tables in depth](#)

[excel pivot tables in depth](#)

[excel 2016 pivot tables in depth](#)

[linkedin learning pivot tables in depth exam answers](#)