The Step By Step Guide To Pivot Tables Introduction To Dashboards The Microsoft Excel Step By Step Training Guide Series Book 2

John Walkenbach

The Step-By-Step Guide to Pivot Tables and Introduction to Dashboards C. J. Benton,2015-08-09 Learn how to create Pivot Tables quickly and easily with this step-by-step guide! This book contains several basic, intermediate, and advanced Pivot Table examples with screenshots demonstrating how to: Organize and summarize data Format results Insert Pivot Charts Display averages & percentages Group data into predefined ranges Rank results Insert calculated fields In addition to the above, you will also learn how to create and update a basic Dashboard using Pivot Table data. Imagine the time you'll save by not having to search the internet or help files to learn the most practical ways of using one of Microsoft(r) Excel's(r) best features. A great resource for: Business Analysts Data Analysts Financial Analysts Administrative and Support staff

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formula does The parts of a VLOOKUP formula Detailed examples on how to use the VLOOKUP formula Incorporating the IFERROR functionality into your VLOOKUP formula How to apply the VLOOKUP formula across multiple tabs & workbooks How to troubleshoot and resolve common VLOOKUP errors, including reasons why you may be getting the #N/A or #REF

Microsoft Excel Pivot Table Data Crunching (Office 2021 and Microsoft 365) Bill Jelen,2021-12-21 Use Microsoft 365 Excel and Excel 2021 pivot tables and pivot charts to produce powerful, dynamic reports in minutes: take control of your data and your business! Even if you've never created a pivot table before, this book will help you leverage all their flexibility and analytical power— including important recent improvements in Microsoft 365 Excel. Drawing on more than 30 years of cutting-edge Excel experience, MVP Bill Jelen ("MrExcel") shares practical "recipes" for solving real business problems, expert insights for avoiding mistakes, and advanced tips and tricks you'll find nowhere else. By reading this book, you will: Master easy, powerful ways to create, customize, change, and control pivot tables Transform huge datasets into clear summary reports Instantly highlight your most profitable customers, products, or regions Use the data model and Power Query to quickly analyze disparate data sources Create powerful crosstab reports with new dynamic arrays and Power Query Build geographical pivot tables with 3D Maps Construct and share state-of-the-art dynamic dashboards Revamp analyses on the fly by dragging and dropping fi elds Build dynamic self-service reporting systems Share your pivot tables with colleagues Create data mashups using the full Power Pivot capabilities in modern Excel versions Generate pivot tables using either VBA on the Desktop or Typescript in Excel Online Save time and avoid formatting problems by adapting reports with GetPivotData Unpivot source data so it's easier to work with Use new Analyze Data artificial intelligence to create pivot tables

Introducing Microsoft Power BI Alberto Ferrari,Marco Russo,2016-07-07 This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. Introducing Microsoft Power BI enables you to evaluate when and how to use Power BI. Get inspired to improve business processes in your company by leveraging the available analytical and collaborative features of this environment. Be sure to watch for the publication of Alberto Ferrari and Marco Russo's upcoming retail book, Analyzing Data with Power BI and Power Pivot for Excel (ISBN 9781509302765). Go to the book's page at the Microsoft Press Store here for more details:http://aka.ms/analyzingdata/details. Learn more about Power BI at https://powerbi.microsoft.com/.

Microsoft Power BI Dashboards Step by Step Errin O'Connor,2018-10-05 Your hands-on guide to building effective Power BI dashboards Expand your expertise–and teach yourself how to create world-class Power BI business analysis dashboards that bring data to life for better decision-making. If you're an experienced business intelligence professional or manager, you'll get all the guidance, examples, and code you need to succeed–even if you've never used Power BI before. Successfully design, architect, and implement Power BI in your organization Take full advantage of any Microsoft Power BI platform, including Power BI Premium Make upfront decisions that position your Power BI project for success Build rich, live

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The Step-By-Step Guide to the 25 Most Common Microsoft Excel Formulas and Features C J. BENTON,2015-08-24 Learn the 25 most common Microsoft(r) Excel(r) Formulas & Features quickly and easily with this detailed step-by-step guide! This book offers easy to follow examples with screenshots demonstrating how to use the 25 most common basic and intermediate Microsoft(r) Excel(r) formulas & features. The book is organized into 5 step-by-step sections, allowing you to grow your knowledge of Excel(r) at your own pace: ****Excel v2016 is now available, with 5 bonus formulas included**** Part 1 - Excel(r) Formula Fundamentals SUM, SUBTRACTION, MULTIPLICATION, & DIVISION AVERAGE MIN & MAX TODAY & NETWORKDAYS SUMIF Part 2 - Introduction to Pivot Tables How to create a basic Pivot Table Formatting Pivot Table results Inserting Pivot Charts Part 3 - Excel(r) Features Data Sorting Formula Trace Text-To-Columns Conditional Formatting & Filtering Part 4 - Text Functions LEN & TRIM CONCATENATE & MID PROPER, UPPER, & LOWER Part 5 - Logic & Lookup Formulas IF Nested IF VLOOKUP Imagine the time you'll save by not having to search the internet or help files to learn the most practical ways of using of Microsoft(r) Excel(r)! Book 1 in The Microsoft Excel Step-By-Step Training Guide Series Book 1 - The Step-By-Step Guide To The 25 Most Common Microsoft Excel Formulas & Features Book 2 - The Step-By-Step Guide To Pivot Tables & Introduction To Dashboards Book 3 - The Step-By-Step Guide To The VLOOKUP formula in Microsoft Excel Book 4 - The Microsoft Excel Step-By-Step Training Guide Book Bundle

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Excel 2013 Pivot Table Data Crunching Bill Jelen,Michael Alexander,2013-03-18 PivotTables may be Excel's most powerful feature, but Microsoft has estimated that only 15% of Excel users take advantage of them. That's because PivotTables (and their companion feature, PivotCharts) have a reputation for being difficult to learn. Not any more! In this expert tutorial, Excel legends Bill Jelen (MrExcel) and Michael Alexander teach PivotTables and PivotCharts step-by-step,

using realistic business scenarios that any Excel user can intuitively understand. Jelen and Alexander go far beyond merely explaining PivotTables and PivotCharts: they present practical recipes for solving a wide range of business problems. Drawing on more than 35 combined years of Excel experience, they provide tips and tricks readers won't find anywhere else, and show exactly how to sidestep common mistakes. Coverage includes: * Creating PivotTables, customizing them, and changing the way you view them * Performing calculations within PivotTables * Using PivotCharts and other visualizations * Analyzing multiple data sources with PivotTables * Sharing PivotTables with others * Working with and analyzing OLAP data * Making the most of Excel 2013's powerful new PowerPivot feature * Using Excel 2013's Slicer to dynamically filter PivotTables * Enhancing PivotTables with macros and VBA code This book is part of the popular MrExcel's Library series, edited by Bill Jelen, world-renowned Excel expert and host of the world-renowned Excel help site, MrExcel.com.

The Step-by-step Guide to the Vlookup Formula in Microsoft Excel s J Benton,C. J. Benton,2015-09-06 Learn VLOOKUP formulas quickly and easily with this step-by-step guide! This comprehensive book offers easy to follow examples with screenshots demonstrating how to use the VLOOKUP formula. The book is organized into 3 step-by-step sections, allowing you to grow your knowledge of the VLOOKUP formula at your own pace: VLOOKUP Basics: What the VLOOKUP formula does The parts of a VLOOKUP formula Detailed examples on how to use the VLOOKUP formula Taking the VLOOKUP Formula to the Next Level: Incorporating the IFERROR functionality into your VLOOKUP formula How to apply the VLOOKUP formula across multiple tabs How to apply the VLOOKUP formula across multiple workbooks In addition to the above, you will also learn how to troubleshoot and resolve common VLOOKUP errors, saving you hours of frustration! Reasons why you may be getting the #N/A error message Reasons why you may be getting the #REF error message Reasons why your VLOOKUP formula was working, but now you're getting the wrong values And more... Imagine the time you'll save, by not having to search the internet or help files to learn the most practical ways of using one of Microsoft(r) Excel's(r) best features.

101 Best Excel Tips & Tricks John Michaloudis,Bryan Hong,2022-03-09 Learn the Best Excel Tips & Tricks Ever: FORMULAS, MACROS (VBA), PIVOT TABLES, FORMATTING, DATA, MICROSOFT OFFICE 365 plus Many More! With this book, you'll learn to apply the must know Excel features and tricks to make your data analysis & reporting easier and will save time in the process. With this book you get the following: ⬜ 101 Best Excel Tips & Tricks To Advance Your Excel Skills & Save You Hours ⬜ New Excel Tips & Tricks for Microsoft Office 365 ⬜ Easy to Read Step by Step Guide with Screenshots ⬜ Downloadable Practice Excel Workbooks for each Tip & Trick ⬜ You also get a FREE BONUS downloadable PDF version of this book! ⬜ Exclusive to Hardcover: You also get a FREE BONUS 20+ Hour Excel Course with 77 video tutorials! This book is a MUST-HAVE for Beginner to Intermediate Excel users who want to learn Microsoft Excel FAST & stand out from the crowd!

Excel 2016 Bible John Walkenbach,2015-10-20 The complete guide to Excel 2016, from Mr. Spreadsheet himself Whether

you are just starting out or an Excel novice, the Excel 2016 Bible is your comprehensive, go-to guide for all your Excel 2016 needs. Whether you use Excel at work or at home, you will be guided through the powerful new features and capabilities by expert author and Excel Guru John Walkenbach to take full advantage of what the updated version offers. Learn to incorporate templates, implement formulas, create pivot tables, analyze data, and much more. Navigate this powerful tool for business, home management, technical work, and much more with the only resource you need, Excel 2016 Bible. Create functional spreadsheets that work Master formulas, formatting, pivot tables, and more Get acquainted with Excel 2016's new features and tools Customize downloadable templates and worksheets Whether you need a walkthrough tutorial or an easy-to-navigate desk reference, the Excel 2016 Bible has you covered with complete coverage and clear expert guidance.

Microsoft Excel 2019 Pivot Table Data Crunching Bill Jelen,Michael Alexander,2018-12-27 Renowned Excel experts Bill Jelen (MrExcel) and Michael Alexander help you crunch data from any source with Excel 2019 pivot tables. Use Excel 2019 pivot tables and pivot charts to produce powerful, dynamic reports in minutes instead of hours, to take control of your data and your business. Even if you've never created a pivot table before, this book will help you leverage all their remarkable flexibility and analytical power–including valuable improvements in Excel 2019 and Excel in Office 365. Drawing on more than 45 combined years of Excel experience, Bill Jelen and Michael Alexander offer practical "recipes" for solving real business problems, help you avoid common mistakes, and present tips and tricks you'll find nowhere else. By reading this book, you will: • Master easy, powerful ways to create, customize, change, and control pivot tables • Control all future pivot tables using new pivot table defaults • Transform huge data sets into clear summary reports • Instantly highlight your most profitable customers, products, or regions • Use Power Query to quickly import, clean, shape, and analyze disparate data sources • Build geographical pivot tables with 3D Map • Construct and share state-of-the-art dynamic dashboards • Revamp analyses on the fly by dragging and dropping fields • Build dynamic self-service reporting systems • Share your pivot tables with colleagues • Create data mashups using the full Power Pivot capabilities of Excel 2019 and Excel in Office 365 • Automate pivot tables with macros and VBA • Save time by adapting reports with GetPivotData • Discover today's most useful pivot table tips and shortcuts

Excel Power Pivot & Power Query For Dummies Michael Alexander,2016-03-18 A guide to PowerPivot and Power Query no data cruncher should be without! Want to familiarize yourself with the rich set of Microsoft Excel tools and reporting capabilities available from PowerPivot and Power Query? Look no further! Excel PowerPivot & Power Query For Dummies shows you how this powerful new set of tools can be leveraged to more effectively source and incorporate 'big data' Business Intelligence and Dashboard reports. You'll discover how PowerPivot and Power Query not only allow you to save time and simplify your processes, but also enable you to substantially enhance your data analysis and reporting capabilities. Gone are the days of relatively small amounts of data—today's data environment demands more from business analysts than

ever before. Now, with the help of this friendly, hands-on guide, you'll learn to use PowerPivot and Power Query to expand your skill-set from the one-dimensional spreadsheet to new territories, like relational databases, data integration, and multi-dimensional reporting. Demonstrates how Power Query is used to discover, connect to, and import your data Shows you how to use PowerPivot to model data once it's been imported Offers guidance on using these tools to make analyzing data easier Written by a Microsoft MVP in the lighthearted, fun style you've come to expect from the For Dummies brand If you spend your days analyzing data, Excel PowerPivot & Power Query For Dummies will get you up and running with the rich set of Excel tools and reporting capabilities that will make your life—and work—easier.

Microsoft SharePoint 2016 Step by Step Olga M. Londer,Penelope Coventry,2016-11-14 This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. This is learning made easy! Get productive fast with SharePoint 2016, and jump in wherever you need answers: brisk lessons and colorful screen shots show you exactly what to do, step by step – and practice files help you build your skills. Fully updated for today's powerful new version of SharePoint, Microsoft SharePoint 2016 Step by Step shows you how to do all this: Customize your team site's layout, features, and apps Manage and share ideas, documents, and data Capture and organize content into lists and libraries Automate business processes with built-in workflows Use social features to communicate and collaborate Work with SharePoint's business intelligence features Publish content using enhanced web content management Use SharePoint with Excel, Access, Outlook, and Lync And much more...

Excel 2019 Bible Michael Alexander,Richard Kusleika,John Walkenbach,2018-09-20 The complete guide to Excel 2019 Whether you are just starting out or an Excel novice, the Excel 2019 Bible is your comprehensive, go-to guide for all your Excel 2019 needs. Whether you use Excel at work or at home, you will be guided through the powerful new features and capabilities to take full advantage of what the updated version offers. Learn to incorporate templates, implement formulas, create pivot tables, analyze data, and much more. Navigate this powerful tool for business, home management, technical work, and much more with the only resource you need, Excel 2019 Bible. Create functional spreadsheets that work Master formulas, formatting, pivot tables, and more Get acquainted with Excel 2019's new features and tools Whether you need a walkthrough tutorial or an easy-to-navigate desk reference, the Excel 2019 Bible has you covered with complete coverage and clear expert guidance.

Mastering XPages Martin Donnelly,Mark Wallace,Tony McGuckin,2011 The first complete, practical guide to XPages development - direct from members of the XPages development team at IBM Lotus Martin Donnelly, Mark Wallace, and Tony McGuckin have written the definitive programmer's guide to utilizing this breakthrough technology. Packed with tips, tricks, and best practices from IBM's own XPages developers, Mastering XPages brings together all the information developers need to become experts - whether you're experienced with Notes/Domino development or not. The authors start from the very

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The Absolute Guide to Dashboarding and Reporting with Power BI MrExcel's Holy Macro! Books,Kasper de Jonge,2024-12-19 Learn how to create professional-grade dashboards and reports in Power BI. From data preparation to report sharing, this guide simplifies the process and helps you achieve clarity and actionable insights. Key Features Step-by-step methods for creating impactful dashboards and reports Clear techniques for preparing and structuring data for reporting Practical guidance for sharing dashboards effectively within organizations Book DescriptionThis book empowers readers to build professional dashboards and reports using Power BI. Starting with the basics of dashboards and reports, it delves into preparing data for visualizations, crafting detailed reports, and designing cohesive dashboards. The book provides clear methods for sharing work efficiently within organizations, ensuring that readers understand how to convert raw data into actionable insights. Practical examples and techniques throughout the book equip professionals with the skills they need to enhance their business intelligence capabilities. Readers will discover how to structure data for clarity, develop key reporting techniques, and integrate advanced features to maximize Power BI's potential. Whether you're a beginner or looking to refine your skills, this book offers a step-by-step approach to mastering Power BI's core capabilities, ensuring a seamless transition from data to decision-making.What you will learn Design professional Power BI dashboards Build detailed Power BI reports Prepare and structure data for reporting Optimize visuals for clarity and insight Structure data for actionable insights Utilize advanced reporting techniques Who this book is for Business professionals, data analysts, and Power BI beginners will find this book helpful. Basic knowledge of data handling and reporting will be helpful but isn't required.

Excel Pivot Tables & Introduction to Dashboards the Step-by-step Guide C. J. Benton,2017-01-04 Learn how to create Pivot Tables quickly and easily with this step-by-step guide! Updated for Microsoft(r) Excel(r) 2016! This book provides easy to follow step-by-step examples with screenshots demonstrating how to create Pivot Tables and basic Dashboards. In just a few short hours, you'll learn how to: Organize and summarize data Format & filter Pivot Table results

Create Pivot Charts Display averages & percentages Group data into predefined ranges Use Slicers Rank results Apply calculated fields Create Pivot Table reports from imported files And more! In addition to the above, you will also learn how to create, format, and update a basic Dashboard using Pivot Table data. Including how to incorporate charts and performance symbols into your reporting. A great resource for: Business Analysts Data Analysts Financial Analysts Administrative and Support staff Imagine the time you'll save by not having to search the internet or help files to learn the most practical ways of using one of Microsoft(r) Excel's(r) best features!

Excel 2019 Pivot Tables and Introduction to Dashboards the Step-By-Step Guide C. J. Benton,2019-11-18 Learn Pivot Tables ~By Example~ - Updated for 2019! With this practical and to-the-point guide on Pivot Tables and basic Dashboards, you'll develop the skills to build and modify reports with step-by-step examples and screenshots including how to: Organize and summarize data Format & filter Pivot Table results Create Pivot Charts Display averages & percentages Group data into predefined ranges Use Slicers, Timelines, and Sparklines Rank results Apply calculated fields Use Power Query to create and combine Pivot Table reports from imported files And more! In addition to the above, you will also learn how to create, format, and update a basic Dashboard using Pivot Table data: Incorporate Pivot Charts, Sparklines, and performance symbols into your reporting Refresh and protect your Pivot Table data A great resource for: Business Analysts Data Analysts Financial Analysts Administrative and Support staff Imagine the time you'll save by not having to search the internet or help files to learn the most practical ways of using one of Microsoft® Excel's® best features!

Data Visualization with Excel Dashboards and Reports Dick Kusleika,2021-02-05 Large corporations like IBM and Oracle are using Excel dashboards and reports as a Business Intelligence tool, and many other smaller businesses are looking to these tools in order to cut costs for budgetary reasons. An effective analyst not only has to have the technical skills to use Excel in a productive manner but must be able to synthesize data into a story, and then present that story in the most impactful way. Microsoft shows its recognition of this with Excel. In Excel, there is a major focus on business intelligence and visualization. Data Visualization with Excel Dashboards and Reports fills the gap between handling data and synthesizing data into meaningful reports. This title will show readers how to think about their data in ways other than columns and rows. Most Excel books do a nice job discussing the individual functions and tools that can be used to create an Excel Report. Titles on Excel charts, Excel pivot tables, and other books that focus on Tips and Tricks are useful in their own right; however they don't hit the mark for most data analysts. The primary reason these titles miss the mark is they are too focused on the mechanical aspects of building a chart, creating a pivot table, or other functionality. They don't offer these topics in the broader picture by showing how to present and report data in the most effective way. What are the most meaningful ways to show trending? How do you show relationships in data? When is showing variances more valuable than showing actual data values? How do you deal with outliers? How do you bucket data in the most meaningful way? How do you show impossible

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