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Learning Style: On Demand

Technology: Microsoft

Difficulty: Beginner

Course Duration: 2 Hours

Excel 2019 Pivot Tables



Who it’s for: Anyone who uses Excel and wants to learn one of the most powerful tools Excel offers. What it is: Pivot Tables helps you easily take a very large dataset and create a table that only displays the information you need. What you’ll learn: You’ll learn how to easily create, modify, and update Pivot Tables and charts.

Course Outline:

- Introduction

- Data Mining
- Adding Related Data Using VLOOKUP
- Inserting Pivot Tables
- Setting Up Pivot Tables
- Building Pivot Tables
- Filtering and Slicing Pivot Table Data
- Changing Source Data and Refreshing Pivot Tables
- Inserting Pivot Charts
- Using Tables to Build Pivot Tables
- Finding Correct Layouts for Reports
- Setting Default Layouts for Reports
- Using Pivot Table Styles
- Subtotals and Grand Totals
- Creating Report Pages
- Adding the Power Pivot Tab to Excel
- Creating Tables for the Data Model
- Adding Relationships with Power Pivot
- Using DAX Expressions with Power Pivot
- Creating Pivot Tables with Power Pivot
- When to Use Power Pivot
- Conclusion

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