

“Pivot Tables & Charts And Intro To Excel Dashboards”

Pre Read



Relevel
by Unacademy

Pre-read

The topics listed below will be covered in this class:

- Pivot Table
- Charts
- Introduction to Excel Dashboards

Pivot Table

Pivot tables are one of the most powerful and useful features in Excel. It is an interactive way to quickly summarize large amounts of data. You can use a PivotTable to analyze numerical data in detail and answer random questions about your data.

With minimal effort, you can look at the same data from many different perspectives.

Charts

A simple chart in Excel can say more than a sheet full of numbers. It is a tool you can use to communicate data graphically. It shows the meaning behind the numbers and makes showing comparisons and trends more accessible.

A few examples of types of charts in Excel are :

- Pie chart
- Bar chart
- Column chart
- Line chart

Excel Dashboards

Excel dashboards allow for quick overviews of data reports rather than sifting through large amounts of data. It can aid in tracking KPIs and the easy summarization of data, allowing organizations to track the progress of their targets.

Excel dashboards contain various elements that aid in the presentation of data, such as charts, tables, figures, and gauges.

To get started with Excel dashboards, one can create their own or use a template.