

Day 23 - 90 days of Analytics: Advanced Pivot Tables

In today's video, we looked at some advanced properties of Pivot Tables in Ms Excel

The following were mentioned

- When we click on the generated pivot table, two additional menus (**Analyze** and **Design**) grouped under the **PivotTable Tools** appear in the menu bar. These two menus permit us to modify our preferences of the pivot table.

- To update the data source of the pivot table manually, under the **Analyze** menu, we select **Change Data Source** from the **Data** toolbox. From there, we make adjustments according to our preferences and validate.

- In case we don't want to change the data source manually, we convert our data source into a table. From this point, any time we add new rows to the data source, we just need to refresh the pivot table for changes to apply.

- The refresh option is found in the **Data** toolbox under the **Analyze** menu

- Calculations can be performed on the data generated by the pivot table. For example, values can be presented as a percentages of the **Grand Total**.

- PivotTable Fields** can be hidden or shown using the **Field List** option in the **Show** toolbox under the **Analyze** menu. Same for Buttons and Field Headers with their respective options.

- Pivot charts** can be generated from Pivot Tables.

Link to the YouTube Recording: <https://www.youtube.com/watch?v=80vDvV3k2Vc>

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