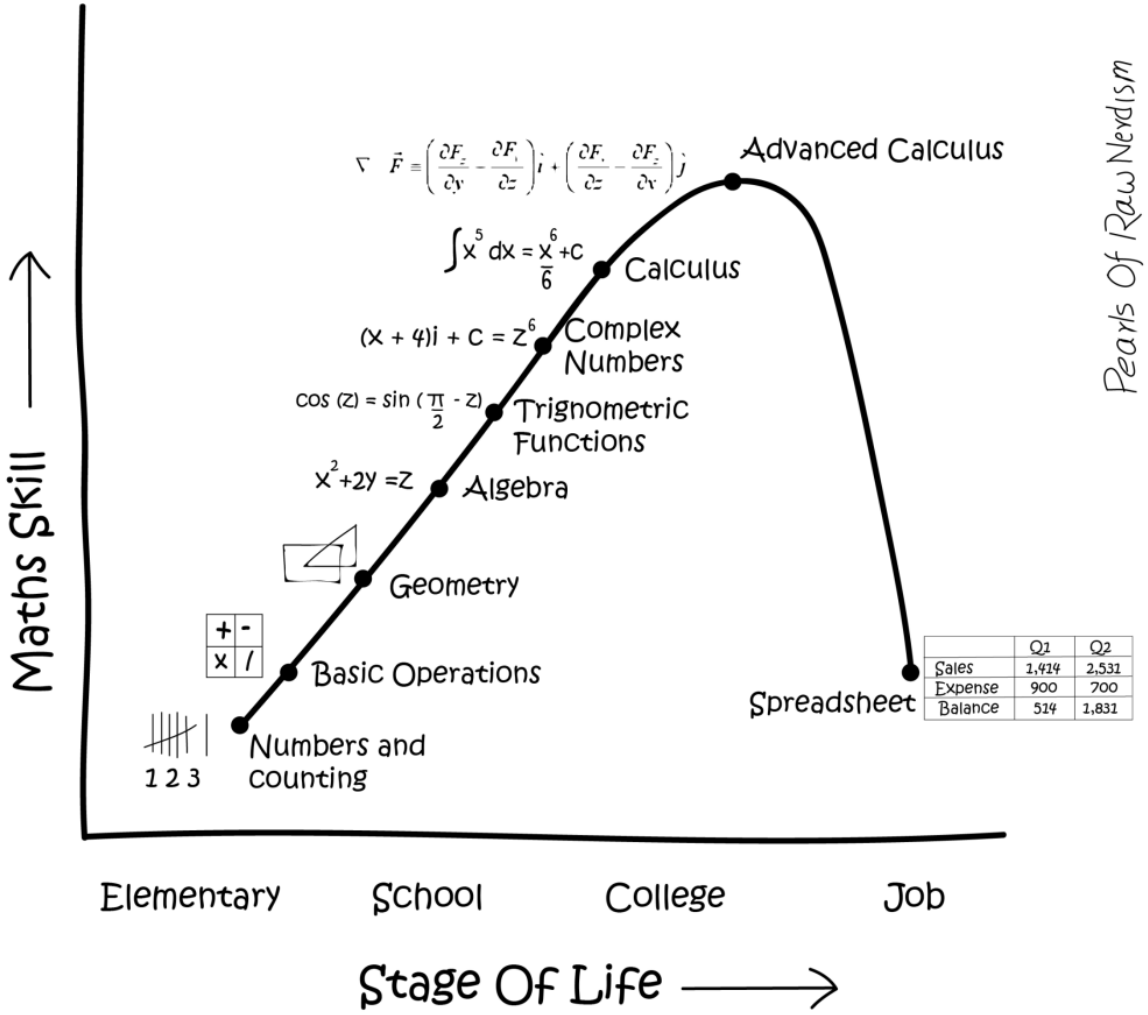
Consumer Computer Applications

MODULE 1

Why Excel is important



Some Excel facts

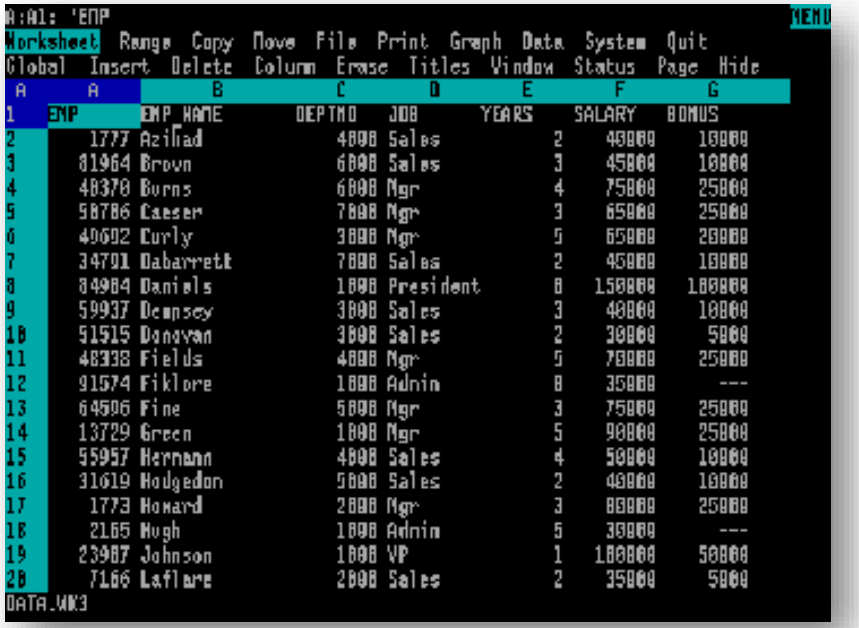
Fact #1

Before it came out in 1985, Mr. Spreadsheet and Master Plan were amongst the contemplated names for Excel. The internal codename for the project was Odyssey. The application was initially launched on Apple Macintosh, with a 2-year exclusivity before it was available anywhere else.

Some Excel facts

Fact #2

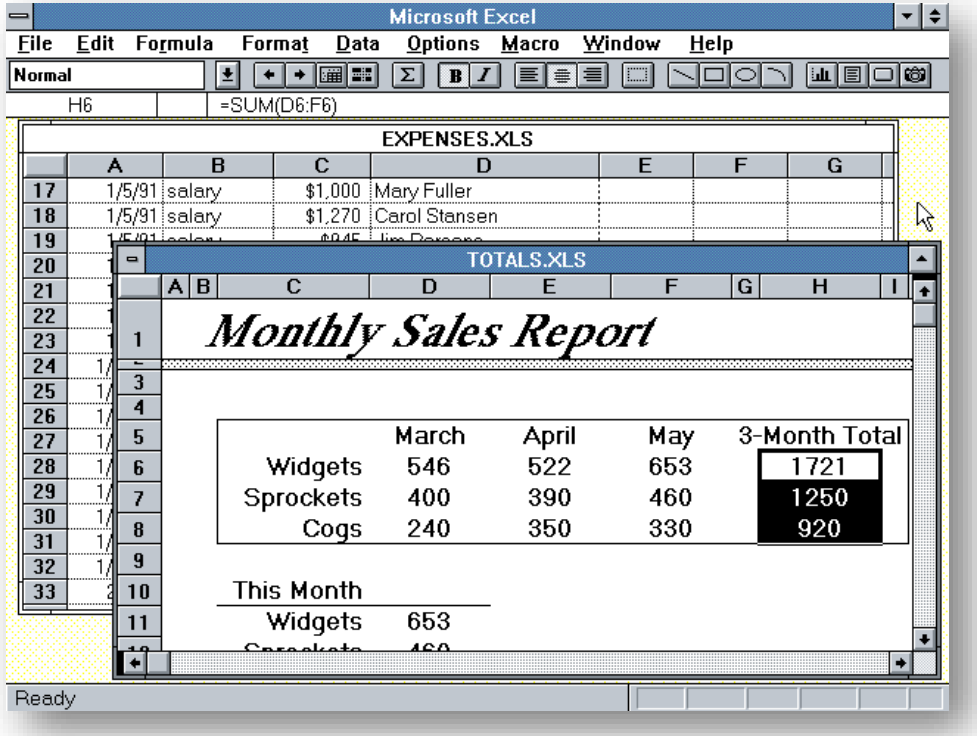
Until 1993, Lotus 1–2–3 was the spreadsheet software of choice for most enterprises. Excel ended this by replacing Lotus as the number one choice.



Some Excel facts

Fact #3

You know that almost every app nowadays has a toolbar at the top or side. Well, Excel 3.0 was the first ever desktop application to implement a toolbar in 1990.



Why Excel is important

Actions

Structured calculations
Data Entry/Data Collection
Data Processing
Data Analysis
Dashboarding (charts)

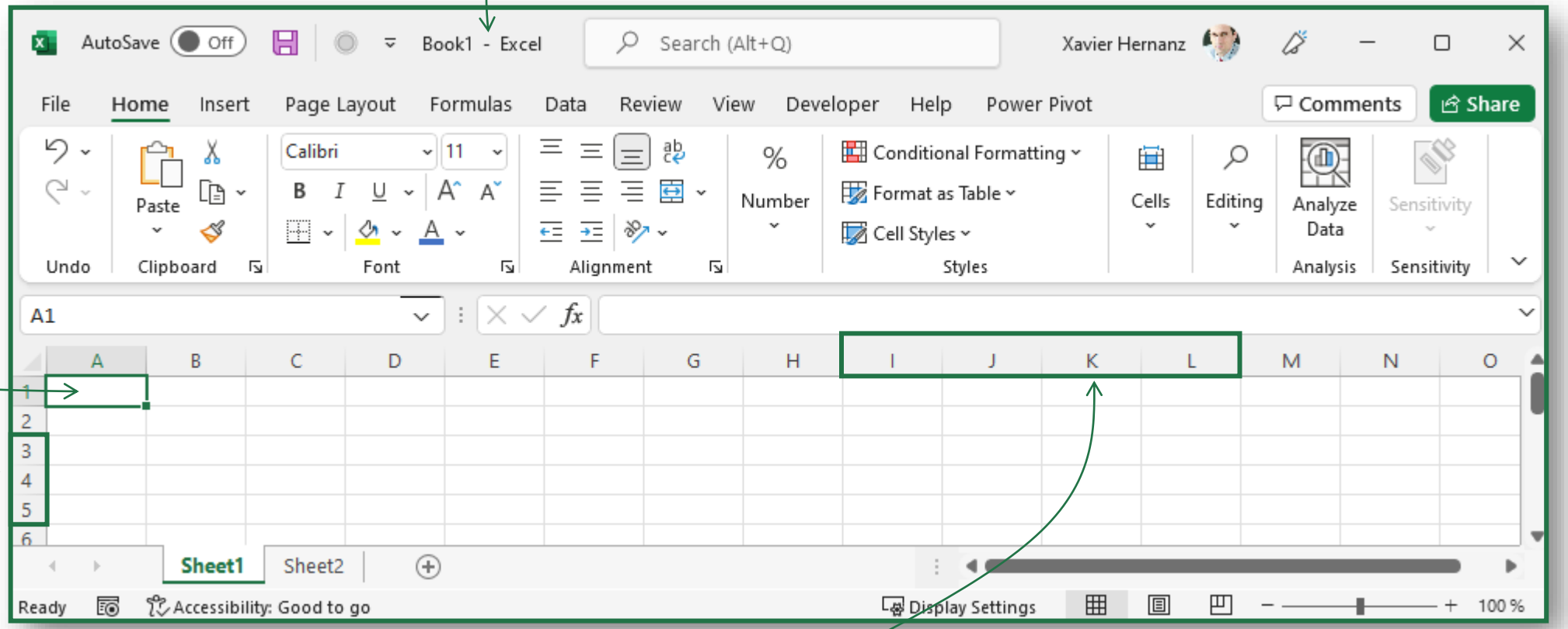
Goals

Monitoring
Decision Making
Reporting
Calculations

Structure of a spreadsheet

Workbook (spreadsheet container)

Cells
(Data or formula –with format-container)



Rows
(Cell vertical coordinate)

Columns
(Cell horizontal coordinate)

Some Spreadsheet Limits

# max columns:	16K
# max rows:	1M
# max sheets:	Limited by available memory

See More Excel Specifications and Limits

Windows *versus* MacOS

Difference 1: No true pivot charts

Difference 2: Missing PowerPivot

Difference 3: Lesser VBA integration

Wrapping things up…

*In short, better use **Excel for Windows** if you plan on using Excel for **big data tasks and macros**.*

*Excel is natively designed for Windows so all of its **crowning features can only be found on its Windows version**.*

*If you're only using Excel for its **spreadsheet function and formatting interoperability**, you should be **fine with Excel for Mac**.*

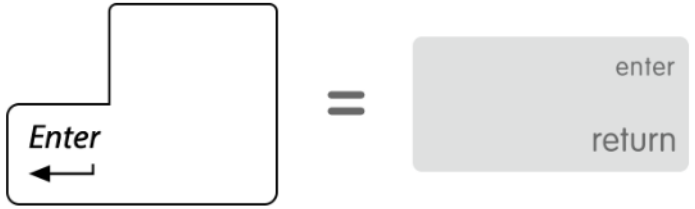
*Otherwise, you will have to use **Windows emulators** (Boot Camp, Parallels Desktop, …) that will enable you to use Excel for Windows using a Mac device.*

Windows *versus* MacOS Hotkeys

Windows logo: Press Command (⌘).

Backspace or Delete: Press Delete.

Enter or ⏎: Press Return.



Alt (left): Press Option (⌥).

Alt GR (right): Press Option + Control.

[See More Keyboard Shortcuts]

THANK YOU!