

EXCEL PROJECT- FLEET INVENTORY DATA ANALYSIS

Questions to perform

1. Format the table by using the format option.
2. Use Autosum to find the value of these SUM, AVERAGE, MIN,MAX, and COUNT.
3. Use the PivotTable feature to set up a pivot table. In the Rows section, place the Department field. In the Values section, add the Equipment Count. This setup will display the sum of equipment count for each department.
4. Use the 'Sort By Value' setting on the pivot table, and select the 'Sum of Equipment Count' as the sorting criterion. Make sure to choose the descending order option. This will sort the pivot table by the sum of equipment count in descending order.
5. In Pivot Table 2, arrange the "Equipment Class" field under the "Department" field to group vehicle types by department and collapse all fields except "Transportation" for a clearer view.
6. In Pivot Table 3, organize the "Equipment Class" field above the "Department" field to list vehicle types first, followed by departments with their respective counts. Collapse all fields except the top one, "CUV," for a streamlined view.