Working Description

It’s all about analyzing data with MS Excel . Collecting about a thousand numbers of data, I displayed various types of data area-wise, date-wise and product-wise.

To do this :

* First, I had to go to the tools bar and click “Insert” tool.
* Then click “Pivot table”.
* Then had to find “Pivot Table Option” and entering into that had to click the “Display” option and then select “Classic Pivot Table Layout”.
* Then from the right side of the screen select “Date” option and unselect the “Quarter, Year” option.
* Now from the right side of the screen holding the “total” option put into the space of values.
* Again, going to the “Insert” tool, click on the “Pivot Chart”.
* At last to show all the graphical data in a single page, named “Dash\_Board” of a separate page and shift all the graph there.
* In the “Dash\_Board” page we used “Slicer” to operate data visuality.

Profit of Using “MS-Excel”

* Time consuming
* Gives an organized output
* Data can be represented graphically
* Data can be analyzed mathematically
* All the working functions are easily understandable