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| A picture containing drawing, stop, room  Description automatically generated | Business Intelligence  Practical #5 | | |
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| **Name** | Amaan Kondkari | **Roll Number** | 21302A0055 |
| **Class** | TY | **Division** | B |
| **Subject/Course:** | Business intelligence | | |
| **Topic** | Introduction to Pivot Table | | |
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| **Overview of Pivot Table**  **What are the steps to insert a Pivot Table in Excel?** | | | |
| A pivot table is a statistics tool that summarizes and reorganizes selected columns and rows of data in a spreadsheet or database table to obtain a desired report. Pivot tables are especially useful with large amounts of data that would be time-consuming to calculate by hand. A few data processing functions a pivot table can perform include identifying sums, averages, ranges or outliers. The table then arranges this information in a simple, meaningful layout that draws attention to key values. Create a PivotTable in Excel for Windows  1. Select the cells you want to create a PivotTable from.   **Note:**  Your data should be organized in columns with a single header row. See the Data format tips and tricks section for more details.   1. Select **Insert** > **PivotTable**.   PivotTable Button   1. This creates a PivotTable based on an existing table or range. PivotTable from Range or Table   **Note:** Selecting **Add this data to the Data Model** adds the table or range being used for this PivotTable into the workbook’s Data Model   1. Choose where you want the PivotTable report to be placed. Select **New Worksheet** to place the PivotTable in a new worksheet or **Existing Worksheet** and select where you want the new PivotTable to appear. 2. Select **OK**. | | | |
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| **Introduction to Different types of Pivot Table**  **Which are the functions mainly used in Pivot Table?** | | | |
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| **Data Visualization** | | | |
| What are the steps to calculate summary in Pivot Table? | | | |
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| What are the steps to create two-dimensional Pivot Table? | | | |
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| What are the steps to create Group Pivot Table? | | | |
| Grouping the rows | | | |
| What are the steps to create multilevel Pivot Table? | | | |
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| What are the steps to create Frequency Distribution Pivot Table? | | | |
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| How to insert a Pivot Chart in Excel? | | | |
| Analyze-> PivotCharts | | | |
| What are the steps to insert slicers in Pivot Table? | | | |
| Analyze-> Insert Slicer | | | |
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