Experiment 3.

Working with Data : 2.
Data validation, Pivot Tables & Pivot Chart.

Aof : Data validation :

Data validation is a feature that
restricts user input to a specific format, range,
of criteria ensuring data accuracy and consistency

eg : Suppose you want to limit the input in a
cell to only allow numbers b/w 1 and 100.
You can set up data validation to:

Step 1 : Select the cell
Step 2 : Go-to the "Data" tab
Step 3 : click on Data validation
Step 4 : Set the validation criteria to "whole number"
b/w 1 and 100.

Result.

When a user tries to enter a value outside
this range, Excel will display an error message
preventing incorrect data entry.

Manually say.

Select a cell range,

for example in selecting 5 cell.

	A	B
1	— cell 1 or → Drag and select apply steps
2		
3		
4		
5		

in cell 1 i'm entering the nos of 1 : 50, in cell2
67, cell3 70, cell4 92 and cell5 101 (101 will not
accept data validation bis g our range is 1 to 10050,
when we enter 101 it show error.

⊗ The value you entered is not valid.
→ A used has restricted values that can be
entered into this cell.

| Retry | Cancel | Help |

Pivot tables and Pivot charts.

Pivot table → Summarizes.
Pivot chart → visualizes.

eg. Creating pivot table & chart.

Step 1. Select the data range

Step 2. Go-to the Insert tab
click on the "Pivot" tab

Step 3. click → Select pivot Table

Step 4. click Pivot chart, Select ⊙ Existing worksheet

Step 5. choose a location: Select "Pivot a cell where
you want the pivot Table to be placed.

Step 6. ok.

Step 7. In your excel sheet displayed empty box
goto Pivot Table Field list these Select
the desired fields to the Rows', columns' & values'

Step 8. Now, you pivot table & chart both are
displayed.

Sample data.

Region	Sales
North	100
North	200
South	150
South	300
East	250
East	120

Your pivot table

Row lable ▾	Sum of Sales
East	370
North	300
South	450
Grand Total	1120

Pivot chart.