

# PLACEMENT REFRESHER PROGRAM

**Session 16 - MS Excel 2**  
**Data Handling, Visualization & Analysis**

By  
Ritesh Kumar Pandey

# Agenda

- Pivot Tables
- Chart
- What if analysis

What is the primary purpose of a Pivot Table in Excel?

- A) To create charts
- B) To summarize and analyze data
- C) To perform regression analysis
- D) To automate repetitive tasks

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- A) Row labels
- B) Data to be summarized
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Pivot Tables are statistical tables that condense data of those tables that have extensive information. The summary can be based on any field such as sales, averages, sums, etc that the pivot table represents in a simple and intelligent manner.

## Features:

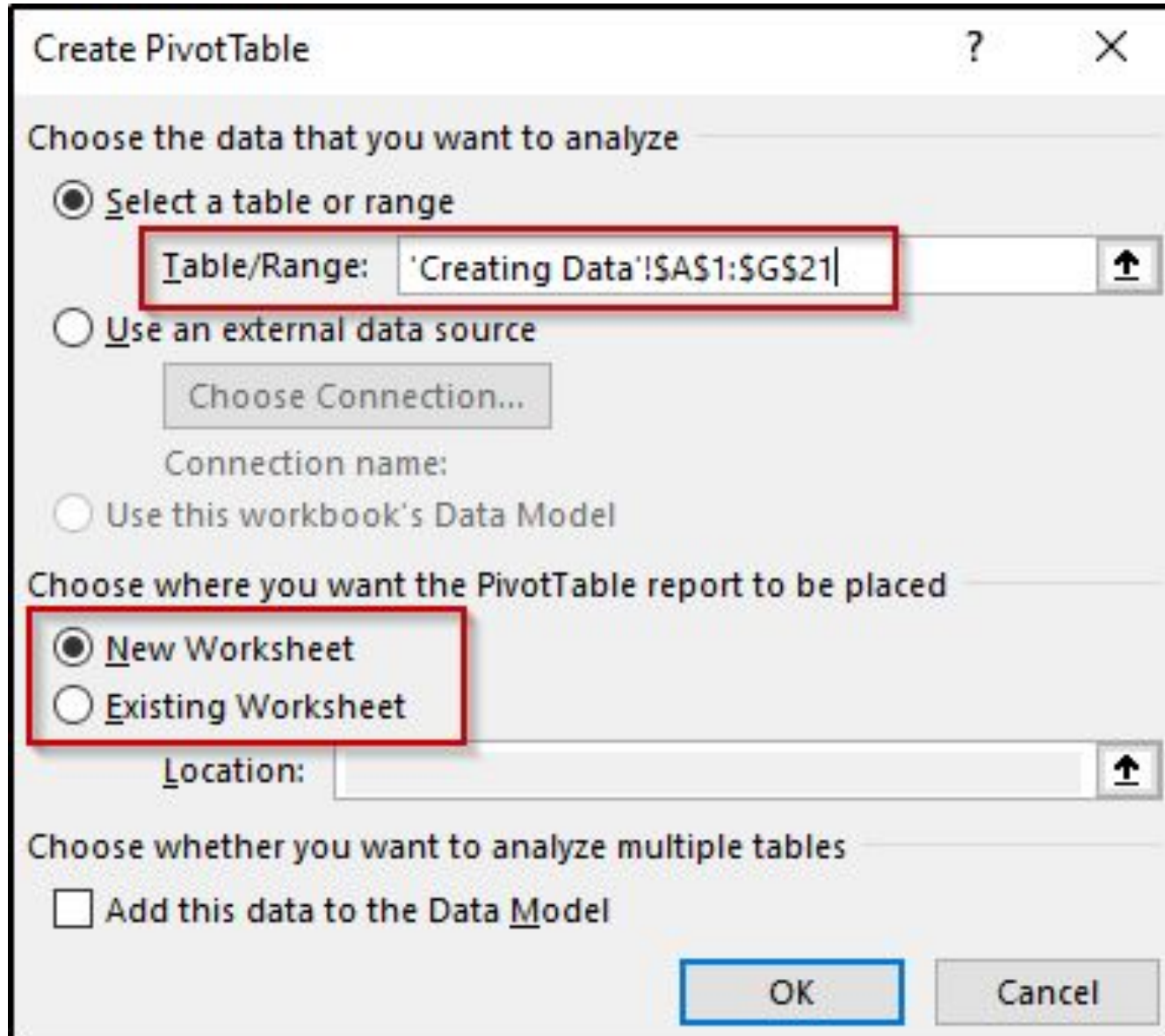
- Allow the display of exact data you have to analyze
- Provide various angles to view the data
- Allow you to focus on important details
- Comparison of data is very handy
- Pivot tables can detect different patterns, relationships, data trends, etc
- They can create instant data
- Accurate reports
- Serve the base for Pivot charts

# Pivot Tables - Creation Step

[illegible]



# Pivot Tables - Creation Step



Create PivotTable

Choose the data that you want to analyze

☒ Select a table or range

Table/Range: 'Creating Data'!\$A\$1:\$G\$21

☐ Use an external data source

Choose Connection...

Connection name:

☐ Use this workbook's Data Model

Choose where you want the PivotTable report to be placed

☒ New Worksheet

☐ Existing Worksheet

Location:

Choose whether you want to analyze multiple tables

☐ Add this data to the Data Model

OK Cancel

# Pivot Tables - Creation Step

City	(All)	Filters			
Sum of Amount	Column Labels				
Row Labels	Apple	Banana	Orange	Pnieapple	Grand Total
Brad	300	400			700
Chris	300	400			700
Giff		250		300	550
Iker		750			750
Ivan	300				300
Jon		250			250
Leo		250			250
Mary			250	500	750
Percy			400		400
Rafa	500		400		900
Roger	500		400		900
Sergio	300				300
Torres				500	500
Grand Total	2200	2300	1450	1300	7250

Which Excel chart type is best suited for showing the proportion of individual components to the whole?

- A) Line chart
- B) Pie chart
- C) Bar chart
- D) Scatter plot

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- A) Radar Chart
- B) Doughnut Chart
- C) Line Chart
- D) Bubble Chart

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- What-If Analysis is the process of changing the values in cells to see how those changes will affect the outcome of formulas on the worksheet.
- Three kinds of What-If Analysis tools come with Excel: Scenarios, Goal Seek, and Data Tables.
- Scenarios and Data tables take sets of input values and determine possible results. A Data Table works with only one or two variables, but it can accept many different values for those variables. A Scenario can have multiple variables, but it can only accommodate up to 32 values. Goal Seek works differently from Scenarios and Data Tables in that it takes a result and determines possible input values that produce that result.

What does the "Scenario Manager" feature in Excel enable users to do?

- A) Create custom charts
- B) Perform data validation
- C) Analyze different sets of input values
- D) Auto-fill formulas



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In Excel, which What-If Analysis tool allows users to find the result needed to reach a specific goal by adjusting one or more input values?

- A) Goal Seek
- B) Data Tables
- C) Scenario Manager
- D) Solver

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- A) Create pivot tables
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- C) Display a range of potential results based on different input values
- D) Sort and filter data

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THANK YOU