

Pivot Tables: Chapter 06

Create PT Chart:

- To create a pivot table chart, select data -> Select Pivot Table -> Analyze Tab -> Tools Group -> Create Pivot Chart

Change Type:

- TO Change pivot chart type, Select Chart -> Design Tab -> Type Group -> Change Chart Type -> Select Type -> Ok

Change Layout:

- To change layout click and move elements or, Design Tab -> Quick Layout

Filtering:

- To Filter Chart Data:
- Select Chart and Use Filters Or Move any field into the filters pane to apply filter.

Formatting:

- To Format Chart Elements:
- Select Pivot Chart -> Format Tab -> Format Selection

Pivoting:

- To Pivot/Manage Chart Data -> Field List -> Manage Fields

Trendline:

- To Apply Trendline and find out growth
- Select Pivot Chart -> Design -> Add Chart element -> Trendline -> Select Type