Excel

Thursday, October 12, 2023

10:14 AM

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| **Things this excel has** | **Column1** | **Column2** | **Column3** |
|  | Feature | Steps |  |
| 1 | Slicer | 1. Select Table -> press CTRL+A in a table  2. Go to "Table Design" Menu  3. Insert slicer and select column |  |
| 2 | Highlight current cursor/cell row and column | 1. Select Table -> press CTRL+A in a table  2. Go to "Home" Menu ->> "Conditional Formatting"  3. Select "New rule" ->> "Use formula to determine which cell to format"  4. Add formula  a. =OR(ROW()=CELL("ROW"),COLUMN()=CELL("COL")) and format with "Green" color  b. =AND(COLUMN()=CELL("COL"),ROW()=CELL("ROW")) and format with "yellow" color  5. Right click on sheet name and Go to "view code"  6. Change scope to worksheet and add code under sub module " Target.calculate" | Use only following to highlight row only  =ROW()=CELL("ROW") |
| 3 | Shortcuts | TO Align rows and column properly  For column: Select Table ->> ALT+HOI  For Row: select Table ->> ALT+HOA |  |
| 4 | Analyze Data : you can ask query on table data | 1. Select Table  2. Go to "Home" menu then select "Analyze Data" |  |
| 5 | Task Progress | 1. Select Table ->> Go to Conditional fomrating  2. select "New Rule" ->> Add following rules  a. =E6<33% select -> "Red"  b. Duplicate rule change percentage and color for 66 Yellow and <= 100 green  3. Select column of Progress bar and select conditional formatting .  4. Add Data bar -> Formant style ->> "Data bar  5. select Lowest number 0-> 1 format Data bar to "white" and bar line "right to left"  6. Next add formula =1-percentage in progress bar column |  |
| 6 | shortcuts | To add filter -> ctrl + shift + L  To add row -> select row -> ctrl + shift + '+'  To remove row -> ctrl + '-'  To add column -> select column and same  To remove same -> select column and -> Ctrl + '-' |  |
|  |  |  |  |
|  |  |  | Sub Macro1()  '  ' Macro1 Macro  '  ' Keyboard Shortcut: Ctrl+l  '    Dim req As String    ' Range("D470").Select  ' req = Range("D470").Value  'Selection.Copy  ' Range("F470").Select  ' Range("F470").Value = req    For j = 2 To 102  For i = 2 To 891    If Cells(j, 11).Value = Cells(i, 8).Value Then  Cells(j, 13).Value = Cells(i, 6).Value  End If  Next i  Next j    ' If Range("D470").Value = Range("H470").Value Then  ' Range("F470").Value = Range("B470").Value  ' End If  'ActiveSheet.Paste  'Cells.Find(What:="ISV2-TXT-494", After:=ActiveCell, LookIn:=xlFormulas2, \_  ' LookAt:=xlPart, SearchOrder:=xlByRows, SearchDirection:=xlNext, \_  ' MatchCase:=False, SearchFormat:=False).Activate  'Cells.FindNext(After:=ActiveCell).Activate  'Cells.FindNext(After:=ActiveCell).Activate  'Cells.FindNext(After:=ActiveCell).Activate  'Range("D474").Select  End Sub    Sub Macro2()    For j = 2 To 160  For i = 2 To 102    If Cells(j, 4).Value = Cells(i, 15).Value Then  Cells(j, 5).Value = Cells(i, 13).Value  End If  Next i  Next j    End Sub      Sub Macro2()    For j = 5 To 34  For i = 5 To 2219    If Cells(j, 1).Value = Cells(i, 24).Value Then  Cells(j, 25).Value = 1  End If  Next i  Next j    End Sub |