

Learning Data Analytics Part 2: Extending and Applying Core Knowledge

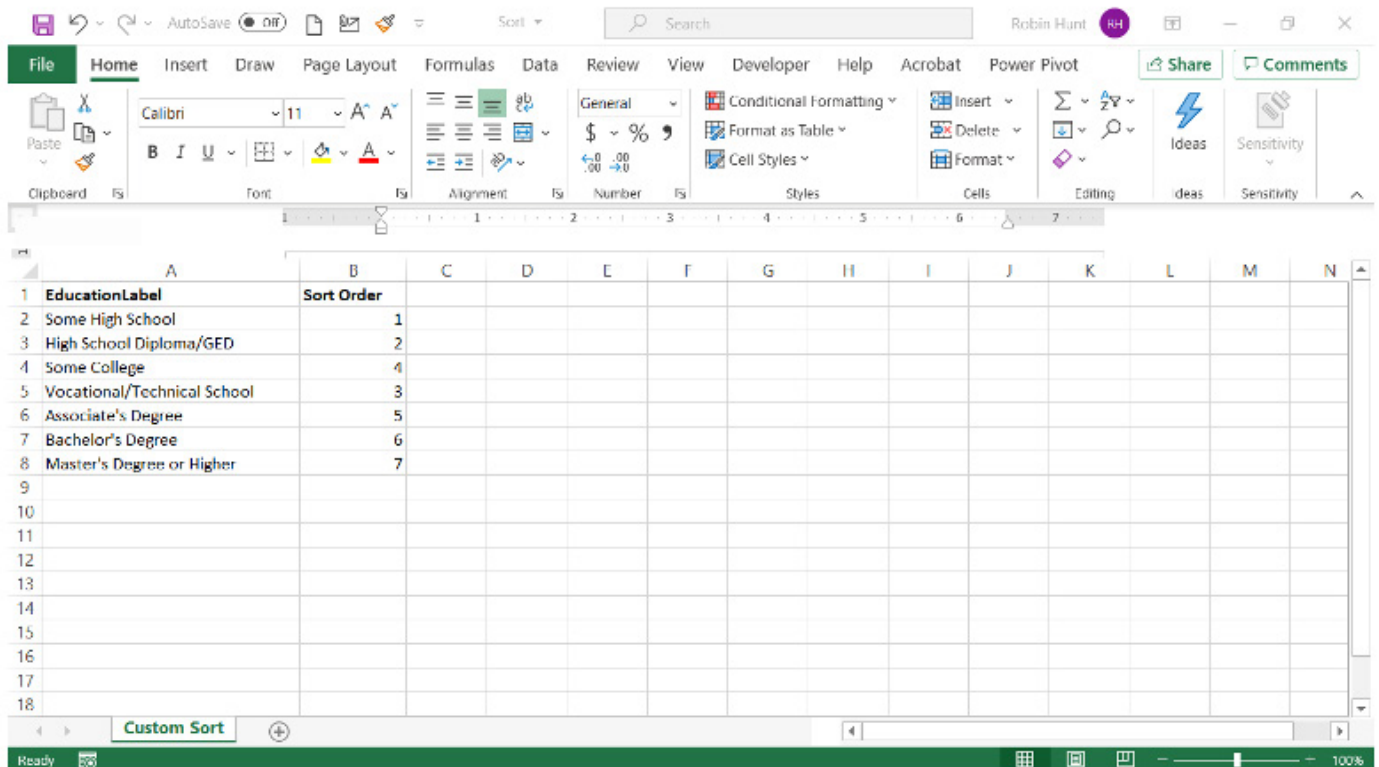
with Robin Hunt

How to Sort Values

Custom sorts are controlled by the sort file in the reporting data folder.

To change the sort, adjust the Sort Order column.

To add a new item, add to the list and add its sort number.



The screenshot shows the Microsoft Excel interface with a custom sort table. The table has two columns: 'EducationLabel' and 'Sort Order'. The 'Sort Order' column contains numerical values from 1 to 7, which are used to sort the 'EducationLabel' column. The 'Custom Sort' task pane is visible at the bottom of the window.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	EducationLabel	Sort Order												
2	Some High School	1												
3	High School Diploma/GED	2												
4	Some College	4												
5	Vocational/Technical School	3												
6	Associate's Degree	5												
7	Bachelor's Degree	6												
8	Master's Degree or Higher	7												
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