Create a table

* Select a range by selecting cells. Press **ctrl + t**. It will create a table. A new option will be opened in the tool bar named **Design**. [image](DesignTab.PNG)
* Change table name from here: [image](TblNameChangePNG.PNG)

Pivot Use

* To open/perform pivot operation first create table. (I don’t know if it can be done without table) [image](Pivot.PNG)