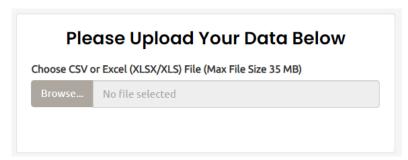
#### **PIVOT TABLE**

Pivot table is a statistics tool that summarizes and reorganizes selected rows and columns of data in a spreadsheet or database table to obtain a desired report. The tool does not actually change the spreadsheet or database itself, it simply "pivots" or turns the data to view it from different perspectives.

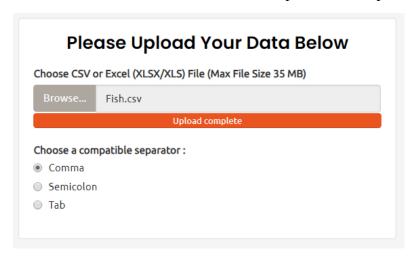
### **CREATING PIVOT TABLE**

## **STEP 1: Uploading Your Data**

1. On the upload panel, click Browse and select the data you want to upload. The app will automatically show you the data in "10 Top Data" section.



Note: If you select the data with **csv** format, you need to choose one of the three separators that are available in a selection. Make sure the separator is compatible with the data.

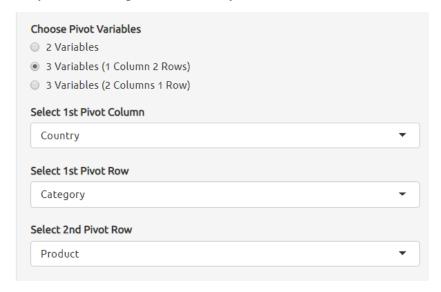


# **STEP 2: Selecting Variables**

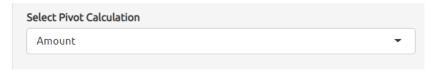
1. Choose how many pivot variables do you want it to be. It can be 2 variables, 3 variables with 2 columns and 1 row, or 3 variables with 1 column and 2 rows.



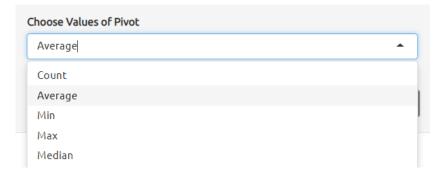
2. After choosing pivot variables, you need to select the first column and the first row based on the data. If you choose 3 pivot variables, you need to select the second row or column.



3. Select the variable you want to calculate.



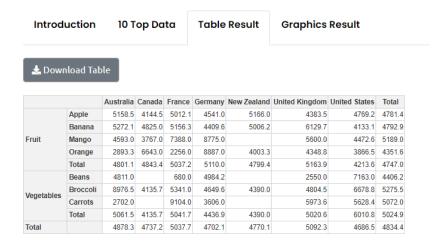
4. Choose the values of pivot table that are available in a selection. It can be the values of count, average, minimum, maximum and median.



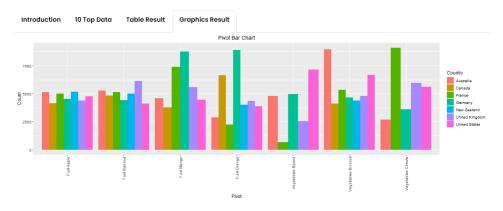
**STEP 3: Submitting Your Selections** 

1. After selecting the variables and pivot values, the submit button will be active and you can click it to show the results in "Table Result" section.



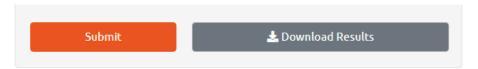


2. You can also see the graphic result by clicking on the "Graphics Result" tab.



# **STEP 4: Downloading Results**

1. The "Download Results" button will appear after the table result are shown. Click it to export the results to your device in PDF format.



2. You can also download the table result in excel format by clicking the "Download Table" button in "Table Result" section.

