# Sheets as a Business Intelligence platform

DATA VISUALIZATION IN SPREADSHEETS



#### Raina Hawley

Owner/Instructor of OzGrid Business Applications



# Why use spreadsheets?



## How does Business Intelligence help us?

#### **Business Intelligence**

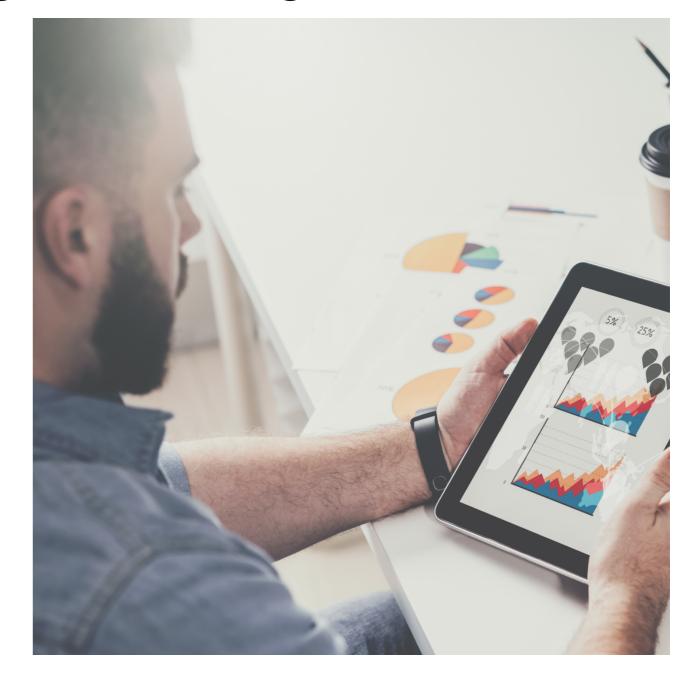
- Decision-making
- Measuring goals
- Operational efficiency
- Optimizing processes
- Pinpointing opportunities

#### What data?

- Sales
- Profits
- Target Customers
- Market opportunities
- Competitors
- Costs
- More

## What message are you trying to convey?

- What information?
- Who is your audience?
- How are they viewing it?

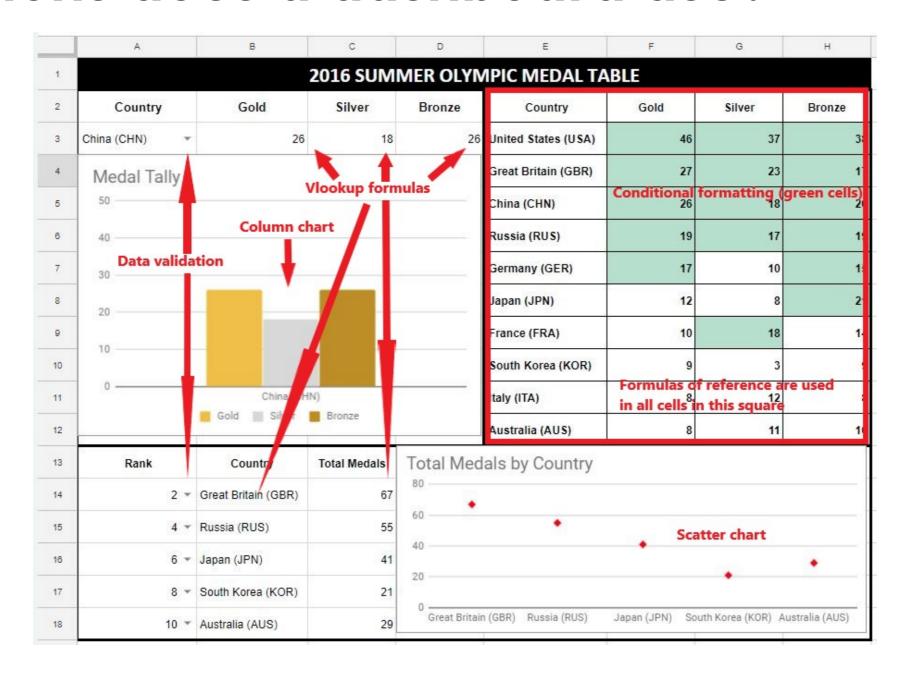


#### What else matters?

- Logos
- Scenarios
- Colors
- Do you want to use 3D objects?
- How much detail is too much?
- What charts do you want?

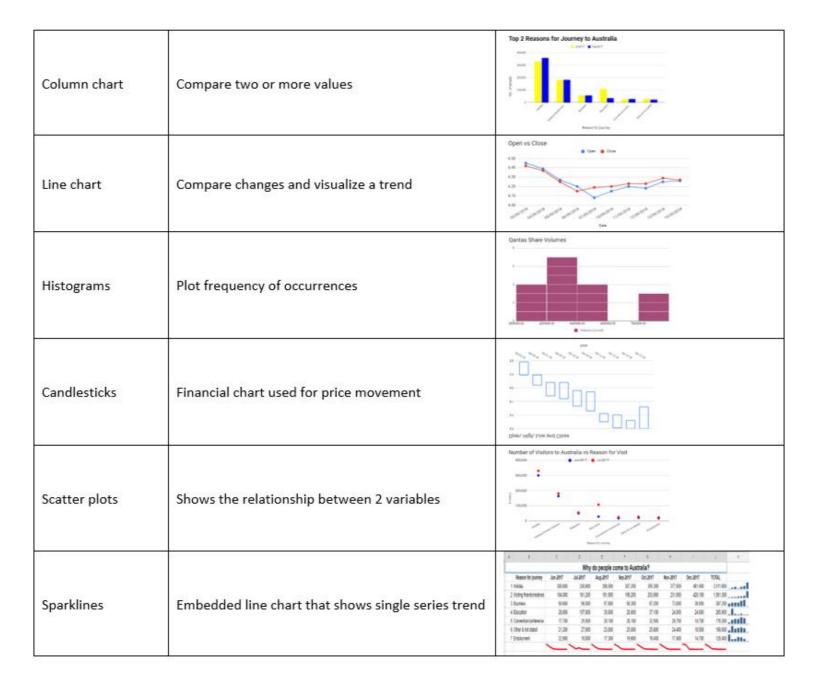


#### What functions does a dashboard use?





## Different types of charts





# Let's practice!

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# Setting up a basic dashboard

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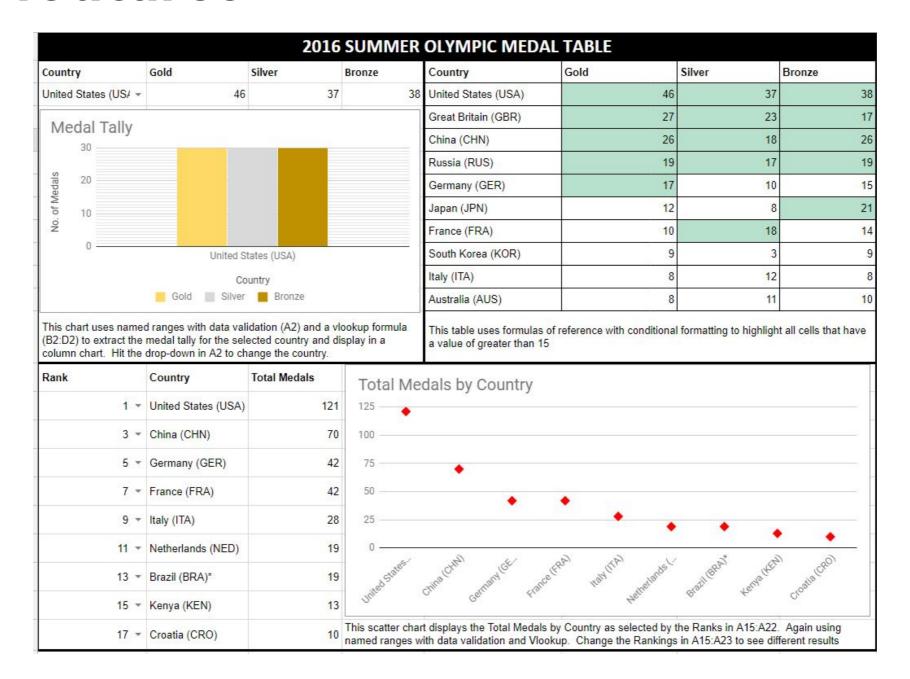


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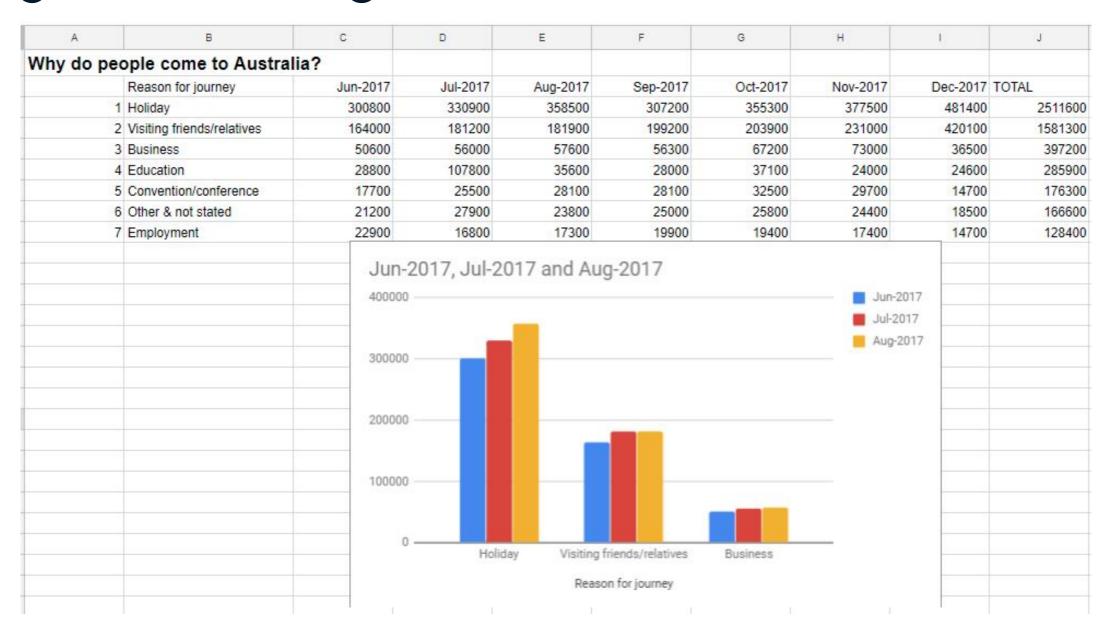


#### Dashboard features



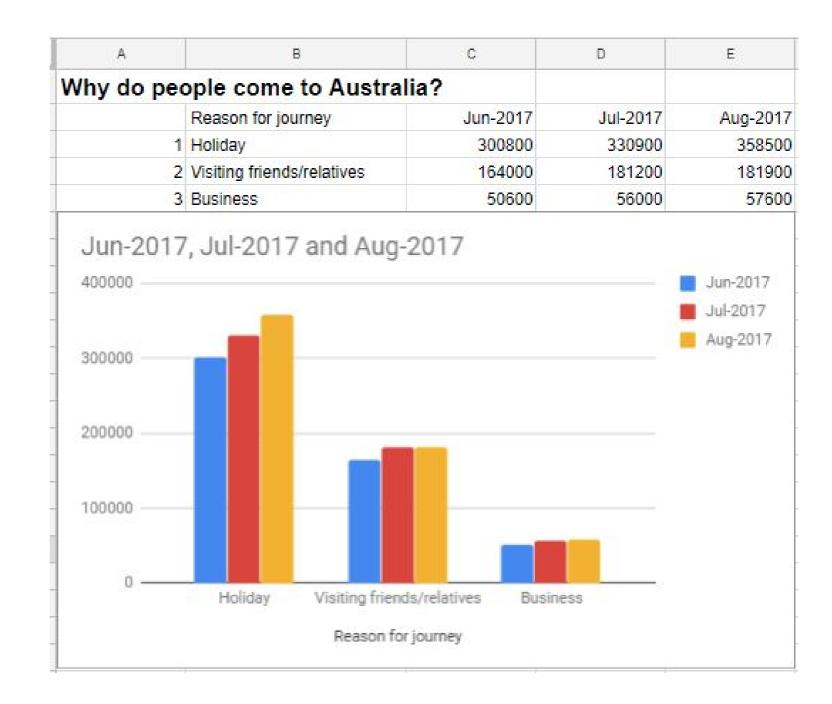


### Getting your data right for the dashboard



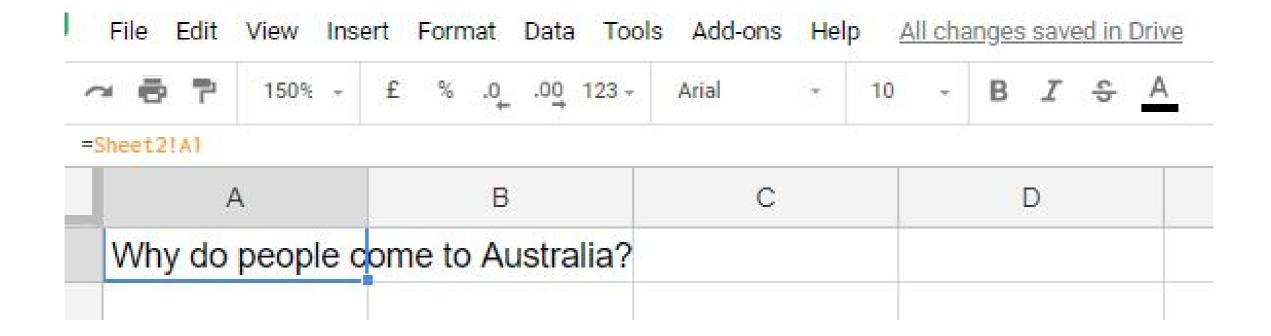
## Extracting your data

- Keep the message in mind
- Pull only the data you need
- Formula of reference

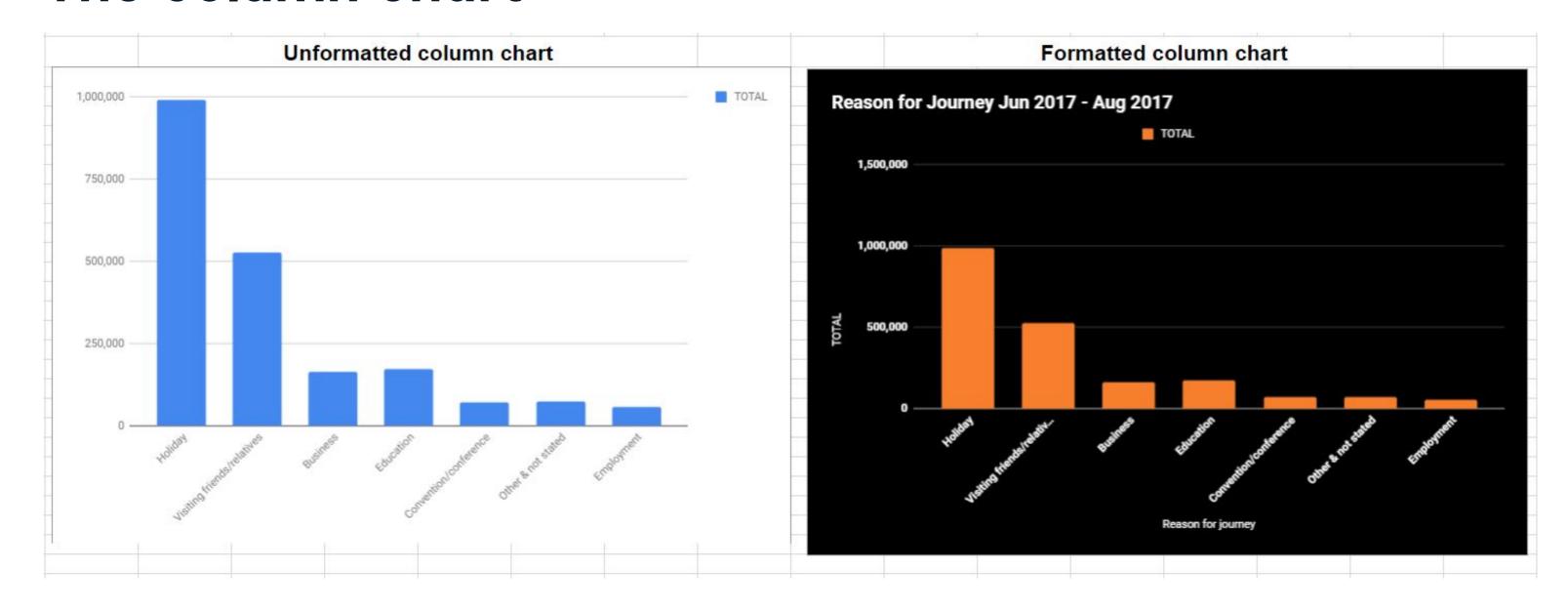


#### Formulas of reference

- Calculation that picks up a value from another cell
- = Sheet2!A1
  - "Point to Sheet 2 cell A1 and return what is in cell A1"



#### The column chart





# Let's practice!

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# Setting up your data

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## Getting things ready

- Setting up your data in tables or lists
- Structure in your data
- Future requirements

	А	В	C	D	E	F	G	Н	1	J	К
1	Why do people of	ome to Australia?									
2		La contraction de la contracti									
3		Reason for journey	Jun-2017	Jul-2017	Aug-2017	Sep-2017	Oct-2017	Nov-2017	Dec-2017		TOTAL
4											
-5	1	Holiday	300800	330900	358500	307200	355300	377500	481400		2511600
6	2	Visiting friends/relatives	164000	181200	181900	199200	203900	231000	420100		1581300
7	3	Business	50600	56000	57600	56300	67200	73000	36500		397200
8	4	Education	28800	107800	35600	28000	37100	24000	24600		285900
- 9	5	Convention/conference	17700	25500	28100	28100	32500	29700	14700		176300
10	6	Other & not stated	21200	27900	23800	25000	25800	24400	18500		166600
11	7	Employment	22900	16800	17300	19900	19400	17400	14700		128400



## Formatting your data matters

- Bold or italicize headings
- Format only what you need to

	А	В	С	D	E	F	G	Н	4	J
1				Why d	o people co	me to Austr	alia?			
2		Reason for journey	Jun-2017	Jul-2017	Aug-2017	Sep-2017	Oct-2017	Nov-2017	Dec-2017	TOTAL
3	1	Holiday	300,800	330,900	358,500	307,200	355,300	377,500	481,400	2,511,600
4	2	Visiting friends/relatives	164,000	181,200	181,900	199,200	203,900	231,000	420,100	1,581,300
5	3	Business	50,600	56,000	57,600	56,300	67,200	73,000	36,500	397,200
6	4	Education	28,800	107,800	35,600	28,000	37,100	24,000	24,600	285,900
7	5	Convention/conference	17,700	25,500	28,100	28,100	32,500	29,700	14,700	176,300
8	6	Other & not stated	21,200	27,900	23,800	25,000	25,800	24,400	18,500	166,600
9	7	Employment	22,900	16,800	17,300	19,900	19,400	17,400	14,700	128,400



# **Professionalism and Consistency**

NOT	PROFESSIONAL,	NOT CONSIS	PROFESSIONAL, CONSISTENT								
Why do people of	ome to Australia?										
					Why do people come to Australia?						
	Reason for journey	Jun-2017	Jul-2017		Reason for journey	June 2017	July 2017				
		100		1	Holiday	300,800.00	330,900.00				
1	Holiday	300800	330900	2	Visiting friends/relatives	164,000.00	181,200.00				
2	Visiting friends/relatives	164000	181200	3	Business	50,600.00	56,000.00				
3	Business	50600	56000	4	Education	28,800.00	107,800.00				
4	Education	28800	107800	5	Convention/conference	17,700.00	25,500.00				
5	Convention/conference	17700	25500	6	Other & not stated	21,200.00	27,900.00				
6	Other & not stated	21200	27900	7	Employment	22,900.00	16,800.00				
7	Employment	22900	1 <mark>6800</mark>		Average	86,571.43	106,585.71				
	Average	86571.42857	106585.7143								



# Using colors

АВ		С	D	E	F	G	Н	1	J
197		-	Why d	o people co	me to Austr	alia?		5.00	
Reason for jo	urney	Jun-2017	Jul-2017	Aug-2017	Sep-2017	Oct-2017	Nov-2017	Dec-2017	TOTAL
1 Holiday	10	300,800	330,900	358,500	307,200	355,300	377,500	481,400	2,511,600
2 Visiting friends/rela	atives	164,000	181,200	181,900	199,200	203,900	231,000	420,100	1,581,300
3 Business	92	50,600	56,000	57,600	56,300	67,200	73,000	36,500	397,200
4 Education		28,800	107,800	35,600	28,000	37,100	24,000	24,600	285,900
5 Convention/confer	ence	17,700	25,500	28,100	28,100	32,500	29,700	14,700	176,300
6 Other & not stated	43	21,200	27,900	23,800	25,000	25,800	24,400	18,500	166,600
7 Employment		22,900	16,800	17,300	19,900	19,400	17,400	14,700	128,400
			Why d	o people co	me to Austr	alia?			
Reason for jo	urney	Jun-2017	Jul-2017	Aug-2017	Sep-2017	Oct-2017	Nov-2017	Dec-2017	TOTAL
1 Holiday		300,800	330,900	358,500	307,200	355,300	377,500	481,400	2,511,600
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3 Business		50,600	56,000	57,600	56,300	67,200	73,000	36,500	397,200
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6 Other & not stated		21,200	27,900	23,800	25,000	25,800	24,400	18,500	166,600
7 Employment		22,900	16,800	17,300	19,900	19,400	17,400	14,700	128,400



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