

1. Analyze Data: [Link](#) (Data Analysis)

The dataset used in this project is from the following source: <https://data.montgomerycountymd.gov/Government/Fleet-Equipment-Inventory/93vc-wpdr> under a **Public Domain** license.

Tasks performed:

1. **Formatted the data as a table:** Used the Format as Table option to format the data as a table.
2. **Used AutoSum to calculate values:** Used AutoSum to find the following values for column 'C' and record each of the values:
 - SUM
 - AVERAGE
 - MIN
 - MAX
 - COUNT
3. **Created a Pivot Table:** Used the PivotTable feature to create a pivot table that displays the Department field in the Rows section, and the Equipment Count in the Values section, so that the pivot table displays the sum of equipment count by department.
4. **Sorted the pivot table data:** Used the Sort by Value setting on the pivot table to sort it in descending order by the sum of equipment count.

Task 1 and 2:

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Format Painter

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Task 3 and 4:

File Home Insert Page Layout Formulas Data Review View QuickBooks Analyze Design					
Clipboard		Font		Alignment	
Number		PivotTable Tools		More	
A4		CUV			
A	B	C	D	E	F
2					
3	Row Labels	Sum of Equipment Count			
4	CUV	15			
5	Permitting Services	9			
6	Transportation	5			
7	Technology Services	1			
8	Heavy Duty	290			
9	Transportation	248			
10	Liquor Control	42			
11	Medium Duty	100			
12	Transportation	98			
13	Libraries	1			
14	Sheriffs Office	1			
15	Off Road Vehicle Equipment	283			
16	Transportation	276			
17	Recreation	7			
18	Pick Up Trucks	150			
19	Transportation	93			
20	Permitting Services	24			
21	Housing and Community Affai	21			
22	Recreation	5			
23	Sheriffs Office	3			
24	Libraries	3			
25	Technology Services	1			
26	Public Safety CUV	4			
27	Sheriffs Office	4			
28	Public Safety Pick Up Trucks	1			
29	Sheriffs Office	1			
30	Public Safety Sedan	47			
31	Sheriffs Office	46			
32	State Attorneys Office	1			
33	Public Safety SUV	20			
Montgomery_Fleet_Equipment_Inve Pivot 1 Sheet1 Sheet2 Sheet3					
Ready					