

## NINETH PROGRAM

\_\_/\_\_/\_\_

Applying new data calculations to visualizations.

Drag and Drop Profit in Column Shelf

Drag and Drop SubCategory in Row Shelf

Sort in Descending order.

Now, create calculation field

Profit Rating:-

IF SUM([Profit]) > 20000 THEN "Good"

ELSEIF SUM([Profit]) > 0 AND SUM([Profit]) < 20000  
THEN "Avg"

ELSE "Poor"

END.

Now, Drag and Drop Profit Rating in Colocs.

Formatting Visualizations, Formatting Tools and Menus.

Format Fonts

Format Alignments

Format Shading

Format Borders

Format Lines

Fonts:- Columns: Category

Rows: Region

Drag and Drop Sales in Text

Go to Analysis → Totals → Select Row Grand Totals  
and Column Grand Totals.

Go to format select font. Then you will get  
format font window left side.



111  
[A] [≡] [🔍] [📊] [≡] Fields.

Sheet Rows Columns

Here you can see many options. you can apply those options based on your requirement.

Same procedure for Alignment, Shading, Borders but we have to select the right option from Format Tab.

Formatting specific parts of the view.

Hide and unhide header

Hide and unhide Axis

Hide and unhide Title.

Drag and Drop Sub-Category in Columns.

Drag and Drop Sales in Rows.

Whenever you do Continuous field in PILL'S, automatically you will see axis in view. if you want to

Hide axis → Right Click on Axis → click on Show Header.

If you want to unhide axis → goto Continuous Column

→ click on Show Header ex:- Sum(Sales) ▾

→ If you want to unhide header: go to the discrete Data Sub-Category ▾ → select Show header.

if you want to hide header → untick Show header.

→ If you want to hide title Right click & hide title.

unhide title goto worksheet → tick Show title.