Why should we use Excel?

* Various features in excel like searching, sorting, filtering make it easier for you to play with data.
* Excel allows you to beautify your data and present it in the form of charts, tables and data bars.
* Reporting, accounting and analysis can be performed with the help of excel.
* Can help you with your task lists, calendars and goal planning worksheets.
* Provides good security for your data. Excel files have the feature of password protection, this way your information is safe.

**Microsoft Excel is an application that is used for recording, analysing and visualizing data. It is in the** **form of a spreadsheet.**