

# KEY TAKEAWAYS

**CHAPTER  
TITLE** | **Excel Basic+: Creating Business Reports  
Using Pivot Table & Power Pivot**

**VIDEO  
TITLE** | **Breaking Down Complex Problems: Thinking  
Process of a Highly Paid Data Analyst**

- 1 Don't become obsessed with tools; instead, develop a problem-solving mindset to experience exponential growth in your career.
- 2 Break down complex problems into small chunks to solve them effectively.
- 3 Use the `SUMX([table],[expression])` function to add up the values in a table based on a specified expression.