

PivotTables, PivotCharts and Power Query

Pivot Tables

→ summarise
→ analyse
→ explore

- A PivotTable is an Excel feature that allows you to summarize and analyze large datasets by organizing and rearranging data.
- It provides an interactive way to calculate, aggregate, and analyze data.

→ sort
→ count
→ total

Date	(All)				
Sum of Sales	Column Labels				
Row Labels	Product A	Product B	Product C	Grand Total	
East	4000		2000	6000	
North	1000	3000	5000	9000	
South	5500	1500	3500	10500	
West	2500	4500		7000	
Grand Total	13000	9000	10500	32500	

Operations

- Summarizing Data: Sum, average, count, min, max, etc.
- Filtering Data: Date, product, region filters.
- Grouping Data: By dates (monthly, quarterly), products, regions.
- Calculating Percentages: Percentage of total, percentage change.

Pivot Charts

- A PivotChart is an extension of a PivotTable that provides a graphical representation of the data summarized in the PivotTable.
- It allows for dynamic data visualization.



Operations

- Changing Chart Types: Column, bar, line, pie, etc.
- Customizing Chart Elements: Titles, legends, data labels, colours.
- Drilling Down Data: Interactively explore data points in detail.

Power Query

- Power Query is a data connection technology that enables you to discover, connect, combine, and refine data across a wide variety of sources.
- It provides an easy way to import, clean, and transform data before analyzing it in Excel.

Operations

- Merging Queries: Combine data from different tables or sources.
- Appending Queries: Stack data from similar tables.
- Unpivoting Columns: Transform columns into rows for better analysis.
- Creating Calculated Columns: Add custom calculations and transformations.

Sales Analysis

- PivotTables: Summarize total sales, quantity, and profit by region, product, and date.
- PivotCharts: Visualize sales trends and comparisons across different regions and products.
- Power Query: Clean and transform sales data from various sources before analysis.

