

Step	Instruction
1	Select all sales data and create a pivot table (Shft + Ctrl + End)
2	Change the sheet name to Alfreds
3	Select the foloowing columns: Company name, Unit Price, Quantity, Sub Total
4	Select the company "Alfreds Futterkiste"
5	Drill down on Alfreds to select the Product Name
6	Format all the columns so the headers fit
7	Format the Price and Total columns to be currenct with a thousands comma and 2 decimal places.
8	Add a table header called Sales Analysis
9	Format the header as you please
10	Select Pibot Style Dark3 for your table
11	Update the table and save the workbook