

Quick pivot tables in Google docs (Tanzania)

This short exercise takes you through how to create pivot (or summary) tables from large datasets. For this exercise we use Google Docs as this is free to use.

The dataset we are going to be using is the National Examinations Council of Tanzania school performance data.

<http://www.necta.go.tz/brn2015/>

You can choose any **csv** dataset from this website to use.

Step 1 - Upload and pivot

You should have a google account, and can visit <https://drive.google.com>.

From the menu on the left select **new** then **file upload**. Upload one of the education datasets.

This should open in a google sheet. If it does not then **right click** the file and select **open with**, then select **Google Sheets**.

With the sheet open, from the **data** menu, select **pivot table**.

From the sidebar, add **REGION NAME** under the **Rows** section.

Add all fields after REGION NAME to the values section. Note that sum need to be sums (total count), e.g. number of students and number passed. Others like band etc need to be averages.

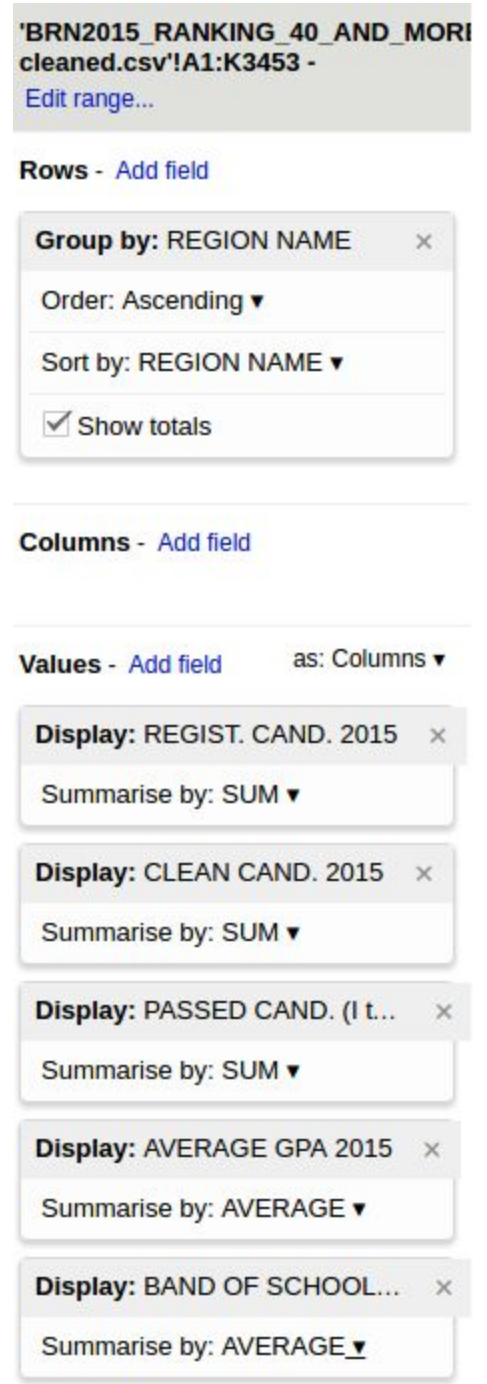
Before you export the data you could also add columns for **percent passed** and **passed category**.

Percent passed is the number of students in each region who passed divided by the total.

The categories can be worked out from this as follows.

>60% passed = Green category
40% - 60% passed = Yellow category
<40% = Red category

We now have data similar to that on the source data website as used on the maps.



The screenshot shows the Google Sheets Pivot Table editor interface. At the top, it displays the data source: **'BRN2015_RANKING_40_AND_MORE.cleaned.csv'!A1:K3453** with a link to [Edit range...](#). Below this, the **Rows** section is configured with **Group by: REGION NAME**, **Order: Ascending**, **Sort by: REGION NAME**, and **Show totals** checked. The **Columns** section is empty. The **Values** section is configured with five fields: **REGIST. CAND. 2015** (Summarise by: SUM), **CLEAN CAND. 2015** (Summarise by: SUM), **PASSED CAND. (I t...** (Summarise by: SUM), **AVERAGE GPA 2015** (Summarise by: AVERAGE), and **BAND OF SCHOOL...** (Summarise by: AVERAGE). The **as: Columns** dropdown is set to **Columns**.