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Webinar on

Excel Savvy: Pivot Tables Part 1

Learning Objectives

○ *Learn how to expand and collapse groups of data within a pivot table*

○ *Identify the best approach for formatting numbers within a pivot table*

○ *Describe the default location for pivot table data when you click a checkbox for a given field*

From this webinar you'll know how to transform data into a pivot table-ready format and instantly create reports by simply dragging and dropping fields with your mouse.

PRESENTED BY:

Nationally recognized Microsoft Excel expert David H. Ringstrom, CPA, is the president and owner of Accounting Advisors, Inc. based in Atlanta, Georgia. His mission since is to offer quality training and consulting services on Microsoft Excel via live webcasts, on-demand self-study webcasts, and in-house engagements.

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On-Demand Webinar

Duration : 90 Minutes

Price: $200

Webinar Description

After participating in this empowering webcast presented by Excel expert David Ringstrom, CPA, you'll know how to transform data into a pivot table-ready format and instantly create reports by simply dragging and dropping fields with your mouse.

David demonstrates how to initiate a pivot table from a list of data, expand and collapse pivot table elements, dig deeper into the numbers, and more. In addition, he points out pivot tables traps and shares tricks to help ensure your reports are accurate.

David demonstrates every technique at least twice: first, on a PowerPoint slide with numbered steps, and second, in Excel 2016. He draws your attention to any differences in Excel 2013, 2010, or 2007 during the presentation as well as in his detailed handouts.

David also provides an Excel workbook that includes most of the examples he uses during the webcast.
- Learning how to expand and collapse pivot table elements, thereby avoiding information overload.

- Using Excel's Go To Special command to easily select form controls you wish to remove en masse.
- Summarizing information from Access databases and other sources.
- Understanding why numeric data may appear in a pivot table more than once and how to correct the problem.
- Creating self-updating titles for charts and pivot charts.
- Filtering data faster by way of the Slicer feature in Excel 2010 and later.
- Understanding the nuances of formatting numbers within pivot tables.
- Getting control of unruly pivot table data by creating a macro that can automatically transform all count fields into sums and apply number formatting in one fell swoop.
- Drilling down into numbers with a double-click—or preventing other users from being able to do so.
- Verifying that a pivot table is actually referencing all the data you're expecting to be summarized.
- Avoiding disabled features by converting Excel 97–2003 files to modern workbook formats with ease.
- Staving off frustration by filling blank cells within any columns that contain numbers with zeros before you create pivot tables.

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Who Should Attend ?

Practitioners who may benefit from learning

how to use Excel pivot tables to create reports.
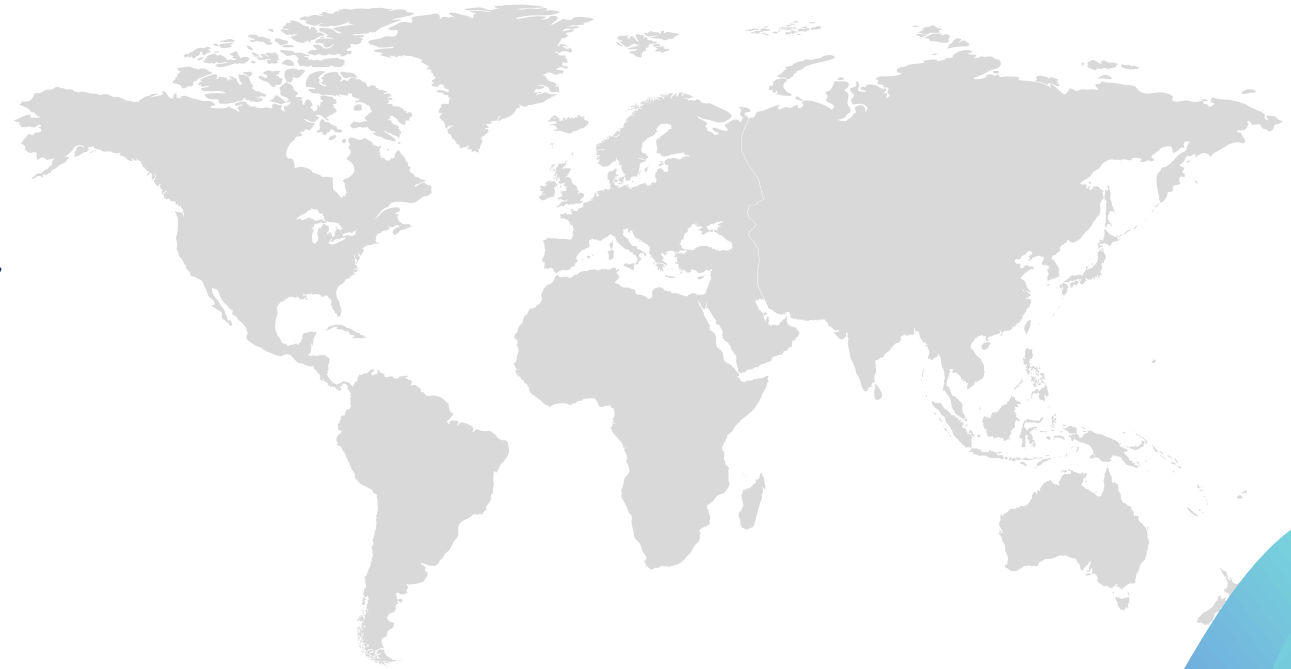
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