

Microsoft Excel 2010 Tables Pivottables Sorting Filtering Quick Reference Guide Cheat Sheet Of Instructions Tips Shortcuts Laminated Card

This book includes step-by-step examples and case studies that teach users the many power tricks for analyzing data in Excel. These are tips honed by Bill Jelen, “MrExcel,” and Oz do Soleil during their careers run as a financial analyst charged with taking mainframe data and turning it into useful information quickly. Topics include data quality, validation, perfectly sorting with one click every time, matching lists of data, data consolidation, data subtotals, pivot tables, pivot charts, tables and much more.

Microsoft PowerPivot for Excel 2010: Give Your Data Meaning introduces PowerPivot in Excel 2010 to power users and data analysts who want to give their data meaning by creating their own Business Intelligence models. And with Microsoft Excel 2010: Data Analysis and Business Modeling, you’ll learn the best ways to use Office Excel 2010 for data analysis and business modeling. Award-winning professor and statistician Wayne Winston shares practical examples to help you transform data into bottom-line results. Web site includes practice files. The two books included in this kit are: 9780735640580 Microsoft PowerPivot for

Excel 2010 9780735643369 Microsoft Office Excel 2007: Data Analysis and Business Modeling, 3E

This manual will show you how to use the additional tools and functions of Microsoft Excel 2010 Program for organizing, visualizing and calculating your data, it also assist you to explore how Excel's new data analysis tools help you track and visualize your data for greater insight and presentation.

Help students master the latest features in Excel 2010 while establishing a strong foundation in corporate finance. With Mayes/Shank's FINANCIAL ANALYSIS WITH MICROSOFT EXCEL 2010, 6E, your students develop a proficiency in using Excel 2010 to solve real financial problems without sacrificing any finance background. This edition covers all of the topics in today's corporate finance course, including financial statements, budgets, the Market Security Line, pro forma statements, cost of capital, equities, and debt. A reader-friendly, self-directed learning approach and numerous study tools make this book both an ideal resource for independent learning and a valuable long-term reference tool. Because today's typical students enter college with basic spreadsheet skills, this new edition covers the basics early for those with no background, before moving quickly into many of the more advanced and most powerful features of Excel 2010. This edition offers new focus on Excel tables, pivot tables and pivot charts and other areas that have become increasingly important to today's employers.

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The book's easy-to-understand presentation helps students build upon or transfer skills from other spreadsheet programs as they establish a strong understand of contemporary corporate finance. Give your students the valuable, highly marketable skills in Excel 2010 with the understanding of corporate finance that they need to succeed with Mayes' FINANCIAL ANALYSIS WITH MICROSOFT EXCEL 2010, 6E. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Microsoft Excel 2010 Charts and Sparklines Quick Reference Guide (Cheat Sheet of Instructions, Tips and Shortcuts - Laminated Card)

Microsoft Office Excel 2013 PivotTables

Excel 2010 Pivot Tables

Microsoft Office Excel 2013 Pivot Tables

Excel Power Pivot and Power Query For Dummies

Become a savvy Microsoft Excel user. Pivot tables are a great feature in Excel that help you organize and analyze data, but not many Excel users know how to use pivot tables. Pivot Table Data Crunching offers a comprehensive review of all the functionalities of Pivot Tables from author Bill Jelen, otherwise known as Mr. Excel from www.mrexcel.com, and Michael

Alexander, a Microsoft Certified Application Developer. The authors' practical scenarios and real-world advice demonstrate the benefits of Pivot Tables and how to avoid the common pitfalls of every day data crunching. Each solution presented in the book can be accomplished with resources available in the Excel interface, making Pivot Table Data Crunching a beneficial resource for all levels of Excel users.

Laminated quick reference card showing step-by-step instructions and shortcuts for how to use tables, PivotTables, sorting and filtering features in Microsoft Office Excel 2010. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user. The following topics are covered: Excel Tables: Creating an Excel Table, Changing the Table Area, Adding a New Row or Column to the Table, Deleting a Table Row or Column, Turning On/Off the Total Row, Changing the Total Row, Convert a Table to a Normal Range, Using a Normal Range for Sorting, Filtering, Subtotals, and PivotTables, Removing Duplicates, Structured References in Excel Tables. PivotTables: Creating a PivotTable

or PivotChart Report, Show/Hide the PivotTable Field List, Adding/Removing a PivotTable Field, Refreshing a PivotTable, Rearranging a PivotTable, Adding a PivotChart to an Existing PivotTable, Changing the Summary Function, Changing How Values are Shown, Sorting in a PivotTable, Grouping by Dates or Time, Filtering PivotTables and Charts with Slicers. Sorting & Filtering: Basic Sorting, Complex Sorting, Re-applying a Sort, Creating a Custom List, Creating a Custom List from Cell Data, Sorting Using a Custom List, Filtering and Advanced Filtering, Show/Hide AutoFilter, Searching for Filter Criteria in AutoFilter, Criteria for Advanced Filters, Using Advanced Filters/Copying Filtered Data to Another Range, Selecting /Ordering Columns, Filter/Copy Unique Rows, Clearing Filtering and Sorting, Subtotals. This guide is one of several titles available for Excel 2010: Excel 2010 Introduction; Excel 2010 Tables, PivotTables, Sorting & Filtering; Advanced & Macros; Charts & Sparklines; Functions & Formulas.

The bestselling Excel book on the market, updated for Excel 2010 As the world's leading spreadsheet application, Excel has

a huge user base. The release of Office 2010 brings major changes to Excel, so Excel For Dummies comes to the rescue once more! In the friendly and non-threatening For Dummies style, this popular guide shows beginners how to get up and running with Excel and helps more experienced users get comfortable with new features. Excel is the number one spreadsheet application worldwide, and Excel For Dummies is the number one guide to using it With the major changes in Microsoft Office 2010, Excel has new features and a new interface design; users need help to get up to speed The book includes everything you need to know to perform basic Excel 2010 tasks Covers creating and editing worksheets and charts, formatting cells, entering formulas, inserting graphs, designing database forms, and adding database records Also covers printing, adding hyperlinks to worksheets, saving worksheets as Web pages, adding existing worksheet data to an existing Web page, and much more Whether you're new to Excel or just need to understand the 2010 version, Excel 2010 For Dummies provides what you need to know.

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Written in a question-and-answer format, this lowest-level beginner book covers the extreme basics of using spreadsheets in Excel. Instead of delving into advanced topics that scare most Excel novices away, the guide starts at a much more basic level, quickly providing a passable knowledge of the program and allowing users to overcome their fears and frustrations. It answers hundreds of common questions, including Can I delete data from a spreadsheet without changing the formatting? How can I merge two cells, columns, or rows? How do I use text-wrapping? How do I create custom functions? and What is a Macro and how do I go about creating it? Intended for the roughly 40 percent Excel users who have never even entered a formula, this book will demystify the problems and confusion that prevent them from using the program to its potential. Microsoft Excel 2010 Advanced and Macros Quick Reference Guide (Cheat Sheet of Instructions, Tips and Shortcuts - Laminated Card)

Excel Tables

Microsoft Excel 2010 Inside Out

A Beginner's Guide to Overcoming Excel's Frustrations VBA and Macros

This year, millions of beginner-to-intermediate-level users will be searching for the easiest possible way to master Excel 2010's new features - and, with Easy Microsoft Excel 2010, you'll find exactly what you're looking for. This full-color, utterly simple, step-by-step book has been carefully crafted to provide instant access to the 100+ tasks you'll find most useful and valuable. As with all books in the Easy series, it's designed to teach visually: you never have to work your way through lengthy text explanations. Its large typeface makes it even more accessible to all readers - especially senior readers whose needs are disregarded by most computer books. Written by an experienced Microsoft Excel trainer and author, Easy Microsoft Excel 2010 walks you through the easiest, fastest, most direct procedures for getting the results they're looking for. Coverage includes: getting started fast; managing, viewing, and editing workbooks; formatting data; using formulas, functions,

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charts, and graphics; analyzing data; printing; and even advanced techniques. Along the way, you will learn how to make the most of many of Excel 2010's most powerful innovations, such as Sparklines and the Excel Web App. 100+ hands-on, step-by-step tasks show novices and inexperienced upgraders the easiest, fastest, most direct way to accomplish common tasks Written by an experienced Microsoft Excel trainer and author Fully revamped for Excel 2010's most powerful new tools and features Large typeface improves readability and appeals to senior readers ignored by most computer books

PivotTables may be Excel's most powerful feature, but Microsoft has estimated that only 15% of Excel users take advantage of them. That's because PivotTables (and their companion feature, PivotCharts) have a reputation for being difficult to learn. Not any more! In this book, Excel legends Bill Jelen ("MrExcel") and Michael Alexander teach PivotTables and PivotCharts step-by-step, using realistic business scenarios that any Excel user can intuitively

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understand. Jelen and Alexander go far beyond merely explaining PivotTables and PivotCharts: they present practical "recipes" for solving a wide range of business problems. Drawing on more than 30 combined years of Excel experience, they provide tips and tricks you won't find anywhere else, and show exactly how to sidestep common mistakes. Coverage includes: " Creating PivotTables, customizing them, and changing the way you view them " Performing calculations within PivotTables " Using PivotCharts and other visualizations " Analyzing multiple data sources with PivotTables " Sharing PivotTables with others " Working with and analyzing OLAP data " Making the most of Excel 2010's powerful new PowerPivot feature " Using Excel 2010's Slicer to dynamically filter PivotTables " Enhancing PivotTables with macros and VBA code This book is part of the new MrExcel Library series, edited by Bill Jelen, world-renowned Excel expert and host of the enormously popular Excel help site, MrExcel.com. Teaches PivotTables, PivotCharts, and Excel 2010's new PowerPivot

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feature through real-world scenarios that make intuitive sense to users at all levels Includes proven PivotTable recipes for instant on-the-job results Helps Excel users avoid common pitfalls and mistakes Part of the brand-new MrExcel Library series, edited by Excel legend Bill Jelen Learn the Best Excel Tips & Tricks Ever: FORMULAS, MACROS, PIVOT TABLES, FORMATTING, DATA, MICROSOFT OFFICE 365 plus Many More! With this book, you'll learn to apply the must know Excel features and tricks to make your data analysis & reporting easier and will save time in the process. With this book you get the following: ? 101 Best Excel Tips & Tricks To Advance Your Excel Skills & Save You Hours ? New Excel Tips & Tricks for Microsoft Office 365 ? Easy to Read Step by Step Guide with Screenshots ? Downloadable Practice Excel Workbooks for each Tip & Trick ? You also get a FREE BONUS downloadable PDF version of this book! This book is a MUST-HAVE for Beginner to Intermediate Excel users who want to learn Microsoft Excel FAST & stand out from the crowd! Laminated quick reference card showing step-by-step

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instructions and shortcuts for how to use charts/graphs and Sparklines features of Microsoft Office Excel 2010. The following topics are covered: Charts: Inserting a Chart, Creating a Chart Sheet Using the Default Chart Type, Changing Type, Resizing a Chart in the Worksheet, Changing Chart Type, Charting Non-Adjacent Data, Selecting Chart Objects, Adjusting Scale, Creating a Chart with Two Scales, Add, Move or Remove the Legend, Adding a Data Series, Removing a Data Series, Using Tables as a Data Source, Switching Rows and Columns, Adding or Removing Gridlines, Exploding a Piece of a Pie Chart, Adding Explanatory Text, Adding Visuals, Adding Data Labels, Move, Format, Edit Data Labels, Adding/Removing a Chart Title, Adding an Axis Title, Moving a Title, Using Styles and Layouts, Moving the Chart to Another Worksheet, Adding a Projection or Trendline to a Data Series, Removing a Trendline, Handling Hidden and Empty Cells, Setting the Default Chart, Creating a Chart Template, Applying a Custom Chart Type. Sparklines: Creating a Sparkline, Removing Sparklines, Grouping Sparklines,

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Changing Sparkline Type. Customizing Sparklines: Adding Text, Highlighting Values (Markers). Changing Marker Color, Change Sparklines Color and Weight, Customizing Axis Settings, Handling Hidden and Empty Cells. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user. This guide is one of several titles available for Excel 2010: Excel 2010 Introduction; Excel 2010 Tables, PivotTables, Sorting & Filtering; Advanced & Macros; Charts & Sparklines; Functions & Formulas.

Don't Fear the Spreadsheet

PivotTables

Excel 2010 For Dummies

Spreadsheet

Financial Analysis with Microsoft Excel

From the author of "The Excel Answer Book" comes the fastest and easiest method to instantly manage data using Pivot Tables and Charts in Microsoft Excel!!! Sometimes you don't need an entire course but learning just a few key elements that will make all the different in your workflow and analysis. Listen, if you're anything like me you find it so

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frustrating not being able to provide answers immediately. Having data that should be useful but just isn't because it's not organized with any logic. Do you PULL YOUR HAIR OUT when you see co-workers using Excel like a glorified typewriter?? How about watching people key data into a spreadsheet manually, I don't know about your organization but I've never worked anywhere where we could waste time like that. How about seeing someone working in Excel moving at light speed accomplishing more in eleven minutes than you could accomplish all day? Do you ever find yourself asking, "There has to be a better way" Don't waste another minute, learn these skills and become the Master at Data Analysis and Reporting. After sending some staff to a class we realized that we weren't getting the benefit we had hoped for, the staff came back with some knowledge but not that real world experience that I needed them to have. Since I was always the "Go To" guy for Excel questions the senior management team approached me about putting together an in house training program. I knew creating a course would mean more work for me, but after giving it some serious consideration I realized if you want something done right you have to do it yourself. So I agreed and was given the following criteria to develop the training. It had to be: To the point In plain English Have real world examples (now I did need to cover the very basics, but what I do is constantly build upon what I just taught until the lessons actually make sense in the real world) Develop a comprehensive manual that the employees can use for immediate reference And with that I had my work cut out for me. What I created over the past three years is the most

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streamlined, fun and incredibly easy method to learn Excel. (This course focuses on Excel 2007 and the new Excel 2010 but the concepts still apply to the older versions). Not only will you learn Excel but you'll start to see problems during a project at work, or labor intensive procedures that you perform monthly and you begin to think in the back of your mind. "There's has to be a better way!!!" Then little parts of the course will start jarring your memory and you'll begin to say to yourself "Let's try X", or "How about Y" You'll start playing around with pivot tables and pretty soon they'll become a natural part of your workflow. "You'll start forcing Excel to work for YOU!!! "That's when YOU control YOUR destiny! The tools become just that, tools to help you get your work done as accurately and efficiently as possible. A complete step by step guide through the wonderful world of Pivot Tables and Charts This will allow you to: -Manage data so you can instantaneously spit out reports and analysis -Imagine in the time it takes to snap your finger you could present whatever data in exactly the format it needs to be presented -Refresh data in one click -Automatically import data instead of typing anything. -Most data you will be using has already been created and is just waiting somewhere to be used, either in an internal system or external system. I explain EXACTLY how to go about getting it. This is when you become the master of the tool rather than be mastered by the tool. Most people NEVER master the tools at their disposal and many don't even try to properly utilize them.!

Renowned Excel experts Bill Jelen (MrExcel) and Michael Alexander help you crunch data from any source with Excel 2019 pivot tables. Use Excel 2019 pivot tables and pivot

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charts to produce powerful, dynamic reports in minutes instead of hours, to take control of your data and your business. Even if you've never created a pivot table before, this book will help you leverage all their remarkable flexibility and analytical power—including valuable improvements in Excel 2019 and Excel in Office 365. Drawing on more than 45 combined years of Excel experience, Bill Jelen and Michael Alexander offer practical “recipes” for solving real business problems, help you avoid common mistakes, and present tips and tricks you'll find nowhere else. By reading this book, you will:

- Master easy, powerful ways to create, customize, change, and control pivot tables
- Control all future pivot tables using new pivot table defaults
- Transform huge data sets into clear summary reports
- Instantly highlight your most profitable customers, products, or regions
- Use Power Query to quickly import, clean, shape, and analyze disparate data sources
- Build geographical pivot tables with 3D Map
- Construct and share state-of-the-art dynamic dashboards
- Revamp analyses on the fly by dragging and dropping fields
- Build dynamic self-service reporting systems
- Share your pivot tables with colleagues
- Create data mashups using the full Power Pivot capabilities of Excel 2019 and Excel in Office 365
- Automate pivot tables with macros and VBA
- Save time by adapting reports with GetPivotData
- Discover today's most useful pivot table tips and shortcuts

ANALYZE HUGE AMOUNTS OF BUSINESS DATA FASTER, MORE EASILY, AND MORE ACCURATELY! Use Microsoft's free PowerPivot add-in for Excel 2010 to analyze immense amounts of data from any source, perform state-of-the-art business analysis far

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more easily, and make better decisions in less time! Simple, step-by-step instructions walk you through installing PowerPivot, importing data, using PivotTables with PowerPivot, using super-powerful DAX functions and measures, reporting to print or SharePoint, and a whole lot more. Whatever your Excel data analysis experience, this book will help you use PowerPivot to get the right answers, right now—without IT's help! Import and integrate data from spreadsheets, SQL Server, Access, Oracle, text files, Atom data feeds, and other sources Analyze multiple tables together, without complicated VLOOKUPs Format, sort, and filter data in the PowerPivot window Add calculated columns using new DAX functions Create powerful reports from PowerPivot data—and format them so executives instantly get your point Discover PivotTable tricks that work even better in PowerPivot Control multiple PivotTable elements on one worksheet, with one set of Excel 2010 Slicers Use DAX Measures to quickly perform tasks that were difficult or impossible with Calculated Fields Compare today's sales to yesterday's—or to sales from the parallel period last fiscal year. Use Named Sets to prepare asymmetric reports, show actuals for past months and plan for future months.

A guide to PowerPivot and Power Query no data cruncher should be without! Want to familiarize yourself with the rich set of Microsoft Excel tools and reporting capabilities available from PowerPivot and Power Query? Look no further! Excel PowerPivot & Power Query For Dummies shows you how this powerful new set of tools can be leveraged to more effectively source and incorporate 'big data' Business Intelligence and Dashboard

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reports. You'll discover how PowerPivot and Power Query not only allow you to save time and simplify your processes, but also enable you to substantially enhance your data analysis and reporting capabilities. Gone are the days of relatively small amounts of data—today's data environment demands more from business analysts than ever before. Now, with the help of this friendly, hands-on guide, you'll learn to use PowerPivot and Power Query to expand your skill-set from the one-dimensional spreadsheet to new territories, like relational databases, data integration, and multi-dimensional reporting. Demonstrates how Power Query is used to discover, connect to, and import your data Shows you how to use PowerPivot to model data once it's been imported Offers guidance on using these tools to make analyzing data easier Written by a Microsoft MVP in the lighthearted, fun style you've come to expect from the For Dummies brand If you spend your days analyzing data, Excel PowerPivot & Power Query For Dummies will get you up and running with the rich set of Excel tools and reporting capabilities that will make your life—and work—easier.

Easy Microsoft Excel 2010

Microsoft Excel 2019 Inside Out

101 Best Excel Tips & Tricks

Formulas and Functions

Master all the features of Excel pivot tables, including little-known options and settings,

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layouts, calculated fields, multi-level subtotals, Pivot Charts, Timelines, and Slicers.

Learn how to use Excel pivot tables and pivot charts to produce powerful, dynamic reports in minutes instead of hours, to take control of your data and your business. Even if you've never created a pivot table before, this book will help you leverage all their remarkable flexibility and analytical power--including valuable improvements in Excel and in Office 365. Drawing on more than 45 combined years of Excel experience, Bill Jelen and Michael Alexander offer practical recipes for solving real business problems, help you avoid common mistakes, and present tips and tricks you'll find nowhere else.

Geared toward the intermediate to advanced user, this example-rich 4-page laminated quick reference guide provides explanations and context for many powerful functions and formulas. Step-by-step instructions for many function/formula-related features. This guide is suitable as a training handout, or simply an easy to use reference guide. The following topics include: Conditionally Summing Data (SUMIF, COUNTIF) Being Precise (Rounding functions) Improving Clarity with Range Names Merging Text and Numbers (CONCATENATE, TEXT, LEFT, RIGHT, MID, LEN, FIND, VALUE, TRIM, SUBSTITUTE) Changing Results: IF, AND, OR Table Lookups (VLOOKUP, HLOOKUP, INDEX, MATCH) Error Recovery (ISNA, ISERROR) Array Formulas (Single Cell & Multi-Cell Arrays) Dates and Times (DATE, YEAR, MONTH, DAY, TODAY, WEEKDAY, NETWORKDAY) Using a Formula for Data Validation Troubleshooting: Types of Errors, Automatic Error Checking, Using the Error Checker, Show/Hide Formulas, Watching Cells, Evaluating Nested Formulas, Selecting Related Cells, Displaying Cell Relationships, Removing Relationship Arrows. This guide is one of several titles available for Excel 2010: Excel 2010 Introduction; Excel 2010 Tables, PivotTables, Sorting & Filtering;

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Advanced & Macros; Charts & Sparklines; Functions & Formulas.

PivotTables will help you analyze, summarize and pick apart your large spreadsheets fast.

Microsoft Office Excel 2013 has many new features to take advantage of like Recommended PivotTables and Timelines. Are you new to PivotTables? This eBook will walk you through the ins and outs. Have you been using PivotTables for a while? Learn tips, tricks and the latest features. Purchase your copy today! Don ' t have Microsoft Office Excel 2013? No Problem. Many exercises are applicable to PivotTables in Excel 2010 as well.

Power Excel 2010 with Mrexcel

Microsoft Excel 2010

Microsoft Excel 2010 Functions and Formulas Quick Reference Guide (4-Page Cheat Sheet Focusing on Examples and Context for Interme

Power Excel with MrExcel

Microsoft PowerPivot for Excel 2010

ABOUT THE BOOK Microsoft Excel is a user-friendly spreadsheet program that lets you organize data, create charts, program time-saving shortcuts, and make reports. It is part of the Microsoft Office Suite. There are multiple versions of Microsoft Excel out there, the latest being part of the Microsoft Office 2010 Suite. Although you may be baffled by Excel now, don't give up! Once you read what Excel can do, you will quickly use simple functions to answer questions, create charts, and increase productivity. MEET THE AUTHOR Kimberly Hudson is a professional writer who lives and works in Massachusetts. Graduated from American University in Washington, D.C. with a B.A., magna cum laude, in International Studies. She spent a semester traveling China. After college she was a research assistant, fundraiser, and has won two national awards for online newsletters. Facebook:

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<http://www.facebook.com/profile.php?id=7403026> Twitter: @KimberlyNHudson Blog:

www.thewestwaswritten.wordpress.com EXCERPT FROM THE BOOK Like all software products, Excel has gone through multiple versions with varying degrees of usefulness. Below are two of the largest issues that can quickly wreck your Excel experience. The takeaway is that if you are doing high function math with Excel, only use the 2010 version. 1. Vanishing Macro Coding From our earlier discussion of macros, we learned that it is possible to write out sets of instructions that are repeated often so you only have to push one button. Excel has had issues with making this time-saving tool work, especially in the 2007 version. According to NotebookReview.com, “The macro recording errors that plagued Excel 2007 have been repaired...(In the old version, including shapes or charts in your macro recording would leave the final file with huge function gaps or worse, leave a blank recording altogether.)” Definitely use Excel 2010 for a macro-heavy Excel use. Buy a copy to keep reading! 7+ Hours of Video Instruction You've got Microsoft Excel 2010...now get the most out of it, faster and more easily than ever before! In 90 quick video lessons, Power Excel 2010 with MrExcel shows how to maximize your productivity with Microsoft Excel 2010's best tools and shortcuts. Expert Bill Jelen simplifies powerful features including PivotTables, PowerPivot, Sparklines, Goal Seek, Cell Styles, Color Scales, Icon Sets, Data Bars, Web Queries, Backstage View, and more! Get more done faster with customized workbooks, the Quick Access Toolbar, and keyboard shortcuts...control and analyze data more effectively...communicate more visually with new charting tools and SmartArt...and plenty more! Just watch: You'll master high-powered Microsoft Excel 2010 skills at your own pace—and get specific answers and solutions immediately, whenever you need them! For anyone who wants to master Microsoft Excel 2010 fast—from novices to experienced power users. Bill Jelen is MrExcel, as well as an Excel MVP. He is an accomplished Excel author and the principal behind the leading Excel website,

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MrExcel.com. As an Excel consultant, he has written Excel VBA solutions for hundreds of clients around the English-speaking world. His website hosts more than 12 million page views annually. Jelen is author of the five-star reviewed Guerilla Data Analysis Using Microsoft Excel, co-author of VBA and Macros for Microsoft Excel, co-author of Pivot Table Data Crunching, and author of Learn Excel From Mr. Excel. Part 1 Excel Interface 1 - Ribbon, QAT, Mini Toolbar, Live Preview 2 - Finding Icons 3 - Customizing the Ribbon 4 - Backstage View 5 - Recent Documents 6 - Keyboard Shortcuts 7 - Zoom Slider and Page Layout 8 - Unlocking the Big Grid 9 - Data Entry Tricks 10 - Customize All Future Workbooks 11 - Copy Worksheets 12 - Change All Worksheets 13 - Arranging Windows 14 - Saving Workbook to PDF 15 - Saving Workbook to Excel Web App Part 2 Text Formulas 16 - Drag the Fill Handle 17 - Create Your Own Series 18 - Joining Text 19 - Rapid Formula Copy 20 - Convert to Proper Case 21 - Joining Dates 22 - Formulas to Values 23 - Breaking Apart Text 24 - Parsing Fixed Width Part 3 Formulas 25 - AutoSum Tricks 26 - Formula Auditing 27 - Three Ways of Entering Formulas 28 - Relative Versus Absolute Formulas 29 - Tables and Table Formulas 30 - Discovering Functions 31 - Goal Seek 32 - IF Formulas 33 - VLOOKUP 34 - Date and Time Part 4 Sorting & Filtering 35 - Data Preparation 36 - One-Click Sorting 37 - Sorting by Color 38 - Sorting by Weekday 39 - Rearranging Columns 40 - Filter by Selection 41 - Other ways to Filter 42 - Remove Duplicates Part 5 Subtotals 43 - Subtotals 44 - Collapsing Subtotals 45 - Copy Subtotals 46 - Formatting Subtotals 47 - Sorting Subtotals 48 - Changing Sum to Count in 1 column 49 - Data Consolidate 50 - Easy-XL Part 6 Pivot Tables 51 - Creating a Pivot Table 52 - Changing a Pivot Table 53 - Pivot Gotchas 54 - Pivot Formatting 55 - Drill Down 56 - Pivot Calculations 57 - Summarizing Dates 58 - Pivot Sorting 59 - Filtering Row Fields 60 - Top 10 Report 61 - Filtering a Pivot Table with Slicers 62 - Slicers on Two Pivot Tables 63 - 50 Reports in 5 Seconds 64 - Using GetPivotData Part 7

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PowerPivot 65 - Getting Data into PowerPivot 66 - Adding Calculations in PowerPivot 67 - Linking Tables in PowerPivot 68 - Creating Pivot Table in

Pivot Table Data Crunching Microsoft Excel 2010 Pearson Education

You're beyond the basics, so dive in and really put your spreadsheet skills to work! This supremely organized reference is packed with hundreds of timesaving solutions, troubleshooting tips, and workarounds. It's all muscle and no fluff. Discover how the experts tackle Excel 2010-and challenge yourself to new levels of mastery! Learn expert techniques for designing powerful spreadsheets Apply built-in functions-or write your own-and carry out complex calculations Use rich charting and graphic capabilities to visualize data Perform sophisticated data analysis: financial, statistical, and "what-if" Design PivotTable reports to dynamically analyze data Share and collaborate with others-while managing sensitive data Link and embed Excel data into other documents Create macros with Microsoft Visual Basic for Applications Sample spreadsheets from inside the book Add-ins and other resources to help you extend Microsoft Office programs Links to demos, user communities, and product support

MyExcelOnline.com

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Microsoft Excel Pivot Table Data Crunching (Office 2021 and Microsoft 365)

Give Your Data Meaning

Hacker's Guide To Microsoft Excel (How To Use Excel, Shortcuts, Modeling, Macros, and more)

Updating the previous edition's tips to include features in Excel 2013, this new edition of Mr. Excel's popular software guide even incorporates

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suggestions sent in by readers. Each featured topic has a problem statement and description, followed by a broad strategy for solving the problem. Mr. Excel then walks readers through the specific steps to solve the issue. Alternate strategies are also provided, along with common scenarios that trip users up, leaving readers with not only answers to their specific dilemmas but also new and quicker ways to use formulas and spreadsheets. "Have you discovered the power of PivotTables? The 'too complicated' excuse is gone - Excel 2010 makes creating and using PivotTables easier and faster than before. In this comprehensive 10-part program, master trainer Philip Wiest shows you what's new - and what tools can help you the most. From layout and organization to analyzing data and creating reports, this tutorial breaks down this amazing Excel feature and teaches you all you need to know. With the help of this video DVD, Microsoft Excel PivotTables will soon become your most valuable tool for sorting through and summarizing data."--Container.

Use Excel 2010 VBA and macros to automate virtually any routine task, and save yourself hours, days, maybe even weeks. Then learn how to make Excel do things you thought were simply impossible! This book reveals scripting techniques you won't find anywhere else and shows you how to create automated reports that are amazingly powerful and useful. It helps

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you instantly visualize information so you can understand and act on it. It also shows you how to capture data from anywhere and use it anywhere, and helps you automate Excel 2010's most powerful new features Learning advanced Excel scripting has never been easier You'll find simple, step-by-step instructions, real-world examples and case studies, and 50 workbooks packed with bonus examples, macros, and solutions, straight from MrExcel. About MrExcel Library: Every book in the MrExcel Library pinpoints a specific set of crucial Excel tasks and presents focused skills and examples for performing them rapidly and effectively. Selected by Bill Jelen, Microsoft Excel MVP and mastermind behind the leading Excel solutions website MrExcel.com, these books will

Laminated quick reference guide showing step-by-step instructions and shortcuts for how to use advanced features and macros in Microsoft Office Excel 2010. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user. The following topics are covered: Goal Seek, Saving Views, Defining Scenarios, Hiding Columns, Rows or Sheets, Restricting Cell Entry with Data Validation, Highlighting Invalid Data, Clearing Data Validation Circles, Data Consolidation, Conditional Formatting, Clearing Conditional Formatting, Conditional Formatting Rules Manager, Creating a Workspace With Multiple Workbooks, Protecting/Unprotecting

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Worksheets, Password Protecting Specific Cells, Keeping Part of a Worksheet Visible: Freeze Panes, Split Panes. Macros: Showing the Developer Tab, Macro Names, Recording a Macro, Running a Macro, Renaming a Macro, Automatic Macro Execution, Relative vs. Absolute Recording, Assigning to the Quick Access Toolbar, Creating a Macro Without Recording, Documenting a Macro, Calling Another Macro, Setting Macro Security, Getting Help on Visual Basic, Saving a Macro Enabled Worksheet, Creating a Custom Ribbon Group, Adding a Macro to the Ribbon, Creating a Function Procedure, Using a Function Procedure. This guide is one of several titles available for Excel 2010: Excel 2010 Introduction; Excel 2010 Tables, PivotTables, Sorting & Filtering; Advanced & Macros; Charts & Sparklines; Functions & Formulas.

Microsoft Excel - Pivot Tables

Power Excel 2016 with Mrexcel

Master Pivot Tables, Subtotals, Charts, VLOOKUP, IF, Data Analysis in Excel 2010-2013

Guerilla Data Analysis Using Microsoft Excel

Microsoft Excel 2010 Level 2 (English version)

Updating the previous edition's tips to include features in Excel 2016, this new edition of MrExcel's popular software guide even incorporates suggestions sent in by readers. Each featured topic has a problem statement and description,

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followed by a broad strategy for solving the problem. MrExcel then walks readers through the specific steps to solve the issue. Alternate strategies are also provided, along with common scenarios that trip users up, leaving readers with not only answers to their specific dilemmas but also new and quicker ways to use formulas and spreadsheets.

Laminated quick reference card showing step-by-step instructions and shortcuts for how to use Microsoft Office Excel 2010. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user. The following topics are covered: Creating Workbooks, Entering and Editing Data, Undo and Redo, Resizing Column Width and Row Height, Inserting and Deleting Rows Columns and Cells, Clearing Cells, Clearing Formatting, Formatting Numbers and Cells, Aligning and Merging Cell Contents, Borders and Grids, Viewing the Worksheet as it will Print, Entering Dates, Entering Sequences. Entering Formulas & Functions, Entering a SUM Function Quickly, Absolute vs. Relative Cell References. Copying and Moving Data: Copying to Adjacent Cells; Cut, Copy, Paste; Drag & Drop. Sheet Features: Renaming, Moving, Copying, Selecting, Inserting, Deleting Sheets. Editing Multiple Worksheets Simultaneously, Copying Data and Formatting to Multiple Worksheets. Previewing, Printing and Page Setup, Printing a Specific Area, Using Page Break Preview to Adjust Page

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Breaks, Repeating Rows/Columns on Every Page. Working with Previous Versions (Compatibility Mode). Also includes: Lists of Selection and Movement Shortcuts. This guide is one of several titles available for Excel 2010: Excel 2010 Introduction; Excel 2010 Tables, PivotTables, Sorting & Filtering; Advanced & Macros; Charts & Sparklines; Functions & Formulas.

Excel 2010 In Depth is the beyond-the-basics, beneath-the-surface guide for everyone who wants to streamline their work with Excel 2010, and get more done in less time. Legendary Excel expert Bill Jelen provides specific, tested, proven solutions to the problems Excel users run into every day: challenges other books ignore or oversimplify. Jelen thoroughly covers all facets of working with Excel 2010, and adds new chapters on Excel Web App which allows multiple users to edit a spreadsheet simultaneously. New coverage also includes: Slicer, which offers dynamic filtering of PivotTables; Sparklines, which add data visualization to any cell; Calculation engine which improves the speed and accuracy of math, financial, and statistical functions; and the new version of Solver. As with all In Depth books, Excel 2010 In Depth presents comprehensive coverage, breakthrough techniques, exclusive shortcuts, quick access to information, troubleshooting help for tough problems, and real-world examples with nothing glossed over or left out. Step-by-step instructions with icons guide readers through

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essential tasks such as designing tables, entering data, importing external data, designing and executing queries, and designing data entry forms and printed reports. Additional chapters on advanced form and report design emphasize data entry efficiency and presentation clarity. By Bill Jelen, aka MrExcel, an Excel MVP and the principal behind the leading Excel website, MrExcel.com Covers all aspects of working with Excel 2010, from its updated Ribbon interface to its breakthrough collaboration and improved business intelligence For everyone who wants to get the most out of Excel 2010, from casual users to corporate professionals

Creating tables in Excel allows for easier formatting and reporting, but the new syntax that it implies can be intimidating to the uninitiated. In this guide, one of the developers of the official Microsoft Excel 2013 templates—all of which employ tables—helps introduce readers to the multiple benefits of tables. The book begins by explaining what tables are, how to create them, and how they can be used in reporting before moving on to slightly more advanced topics, including slicers and filtering, working with VBA macros, and using tables in the Excel web app. Novice Excel users and experts alike will find relevant, useful, and authoritative information in this one-of-a-kind resource.

Pivot Table Data Crunching

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*Master Pivot Tables, Subtotals, Charts, VLOOKUP, IF, Data Analysis in Excel
2010–2013*

The Ultimate Guide to Pivot Tables and Charts

Using Microsoft Excel 2010, Enhanced Edition

A Complete Guide for Creating, Using and Automating Lists and Tables

Continue to Upgrade Your Excel Skills with PivotTables! Analyze, summarize, and present your large spreadsheet data... FAST. Have you ever looked at your spreadsheets and wondered, 'How can I possibly calculate all of this data?' *You know there's a better way to work.*You heard the answer is PivotTables. Your co-worker talks about PivotTables, but doesn't have time to explain them to you. Learn what they know, and more. I teach beginning to advanced Microsoft Excel 2013 to people who have basic Excel skills and want to be able to use PivotTables for data analysis. What To Expect Whether you are new to Microsoft Office Excel or have been using it for many years, this guide will walk you through analyzing your data with ease. Learn about the new features to take advantage of, like Recommended PivotTables and Timelines. Pick up tips on favorites like Slicers and Report Filters. Examples & Exercises Screenshots and exercises will help you practice and reinforce your skills and get

you up to speed with Microsoft Office Excel Pivot tables. Don't have Microsoft Office Excel 2013? No Problem. Many exercises are applicable to PivotTables in Excel 2010 as well. Are You Ready To Work Smarter, Not Harder? Click BUY NOW and create PivotTables TODAY! Be Organized, Work Smarter, Save Time

The jargon associated with Microsoft Excel's pivot tables ("n-dimensional cross tabulations") makes them look complex, but they're really no more than an easy way to build concise, flexible summaries of long lists of raw values. If you're working with hundreds (or hundreds of thousands) of rows, then pivot tables are the best way to look at the same information in different ways, summarize data on the fly, and spot trends and relationships. This handy guide teaches you how to use Excel's most powerful feature to crunch large amounts of data, without having to write new formulas, copy and paste cells, or reorganize rows and columns. You can download the sample workbook to follow along with the author's examples.- Create pivot tables from spreadsheet or database tables.- Rearrange pivot tables by dragging, swapping, and nesting fields.- Customize pivot tables with styles, layouts, totals, and subtotals.- Combine numbers, dates, times, or text values into custom groups.-

Calculate common statistics or create custom formulas.- Filter data that you don't want to see.- Create and customize pivot charts.-

Unlink a pivot table from its source data.- Control references to pivot table cells.- Plenty of tips, tricks, and workarounds.- Fully cross-referenced and indexed.

Contents1. Pivot Table Basics2.

Nesting Fields3. Grouping Items4. Calculations and Custom

Formulas5. Filtering Data6. Charting Pivot Tables7. Tricks with

Pivot TablesAbout the Author

Tim Hill is a data miner based in Las Vegas, Nevada. When he's not crunching numbers in SAS, Excel, R, or SQL, Tim plays poker, hikes canyons, and avoids malls.

Dig into formulas, functions, and more to build your Excel skills

Whether you're a beginner or an Excel veteran, this friendly guide provides the fundamental techniques to help you create, edit, format, and print your own spreadsheets. You'll start from scratch and

quickly progress to manipulating data with formulas and

using Excel's extensive formatting options to present your

information in the most powerful way. Open the book and find: Ways to navigate Excel's Ribbon interface Data entry tips to start your spreadsheet How to build formulas and edit workbooks Formatting

steps to follow Printing basics to present your data

MASTER CORE EXCEL 2010 TOOLS FOR BUILDING POWERFUL, RELIABLE SPREADSHEETS! Excel expert Paul McFedries shows how to use Excel 2010's core features to solve problems and get the answers you need! Using real-world examples, McFedries helps you get the absolute most out of breakthrough Excel 2010 improvements—from Sparklines to the brand-new version of Solver. Along the way, you'll discover the fastest, best ways to handle essential day-to-day tasks ranging from generating account numbers to projecting the impact of inflation. Becoming an Excel expert has never been easier! You'll find crystal-clear instructions... insider insights... even complete step-by-step projects for building timesheets, projecting cash flow, aging receivables, analyzing defects, and more. Create more powerful formulas Use conditional formatting to instantly reveal anomalies, problems, or opportunities Analyze your data with standard tables and PivotTables Use complex criteria to filter data in lists Understand correlations between data Perform sophisticated what-if analyses Use regression to track trends and make forecasts Build loan, investment, and discount formulas Troubleshoot problems with formulas, ranges, and functions About MrExcel Library: Every book in the MrExcel Library

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pinpoints a specific set of crucial Excel skills, and presents focused tasks and examples for performing them rapidly and effectively. Selected by Bill Jelen, Microsoft Excel MVP and mastermind behind the leading Excel solutions website MrExcel.com, these books will: Dramatically increase your productivity—saving you 50 hours a year, or more Present proven, creative strategies for solving real-world problems Show you how to get great results, no matter how much data you have Help you avoid critical mistakes that even experienced users make

Microsoft Excel 2010 In Depth

Using Microsoft Excel 2010

PowerPivot for the Data Analyst

Master Data Analysis - Buy It Now

Excel 2010 Advanced

*** This USING Microsoft Excel 2010 book is enhanced with nearly 2 hours of FREE step-by-step VIDEO TUTORIALS and AUDIO SIDEBARS! *** Microsoft Excel is a requirement for most jobs today. Workers in every office use Excel to track and report information. Excel is an amazingly flexible program with seemingly endless blank canvas of rows and columns, charts, and pivot tables. If you've never opened Excel, or if you've used Excel only to neatly arrange lists in columns, this book will get you up to speed with the real-life skills needed to survive in a job that requires familiarity with Excel. USING

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Microsoft Excel 2010 is a media-rich learning experience designed to help new users master Microsoft Excel 2010 quickly, and get the most out of it, fast! EVERY chapter has multiple video and audio files integrated into the learning material which creates interactive content that works together to teach everything mainstream Microsoft Excel 2010 users need to know. You'll Learn How to: - Understand the Excel Interface - Use the Excel Web App - Format, Sort, Filter and Consolidate Data - Use Formulas and Functions Examples of Topics Covered in VIDEO TUTORIALS, which Walk You Through Tasks You've Just Got to See! - Using the Fill handle to Fill in a Series - Creating Sparklines - Recording a Macro Using Relative Referencing Examples of Topics Covered in AUDIO SIDEBARS, which Deliver Insights Straight From the Experts! - Pasting and Delimited Text - Creating Custom Lists - The Importance of Choosing the Right Chart Type Please note that due to the incredibly rich media included in your Enhanced eBook, you may experience longer download times. Please be patient while your product is delivered. This Enhanced eBook has been developed to match the Apple Enhanced eBook specifications for the iPad and may not render well on older iPhones or iPods or perform on other devices or reader applications.

Conquer Microsoft Excel 2019—from the inside out! Dive into Microsoft Excel 2019—and really put your spreadsheet expertise to work. This supremely organized reference packs hundreds of timesaving solutions, tips, and workarounds—all you need to make the most of Excel's most powerful tools for analyzing data and making better decisions. Renowned Excel expert Bill Jelen offers a complete tour of Excel 2019 and Excel in Office 365, from efficient interface customizations to advanced analysis, visualizations,

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and dashboards. Discover how experts tackle today's key tasks—and challenge yourself to new levels of mastery. Enter formulas more efficiently, and fully control operators and dates Master the most widely-used functions in Excel Integrate external data from the web and other sources Easily transform complex datasets with Power Query Quickly summarize millions of records with Pivot Tables Perform ad hoc analyses with slicers and other filters Create advanced data mashups with Power Pivot Solve complex problems with What-If, Scenario Manager, Goal Seek, and Solver Automate repetitive tasks by editing recorded VBA code Demystify data with conditional formatting and other visualization techniques Use the newest maps, charts, and data types in Excel Show geographical changes over time with animated 3D maps Use dynamic array functions: SORT, FILTER, UNIQUE, SORTBY and SEQUENCE Find insights using Excel's new artificial intelligence Collaborate via Excel 2019's breakthrough CoAuthoring tools Publish Power BI Desktop dashboards based on Excel data Get comfortable with the latest versions of Microsoft Excel, Microsoft Excel Starter, and the Excel Web App. Don't just read about it: see it, hear it, with step-by-step video tutorials and valuable audio sidebars delivered through the Free Web Edition that comes with every USING book. For the price of the book, you get online access anywhere with a web connection—no books to carry, updated content, and the benefit of video and audio learning. Way more than just a book, this is all the help you'll ever need...where you want, when you want! learn fast, learn easy, using web, video, and audio Show Me video walks through tasks you've just got to see—including bonus advanced techniques Tell Me More audio delivers practical insights straight from the

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