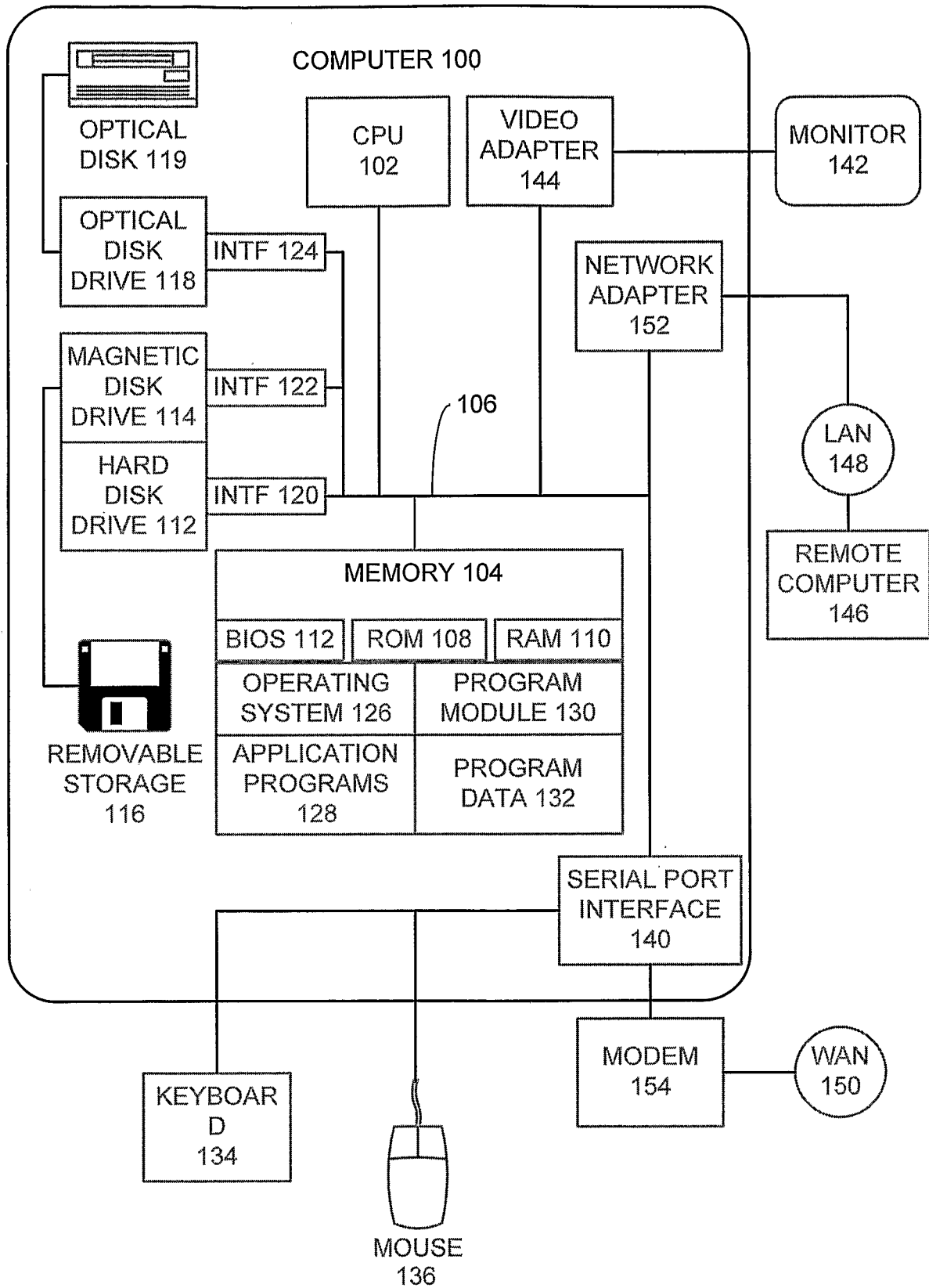


FIG. 1

1/28



200

Microsoft Excel - Book1									
Type a question for help									
A1									
Customer Name	Group	Country	Region	State	City	Postal Code	Product		
1 Christy Zhu	Pacific	Australia	Australia	New South Wales	North Ryde	2113	Bikes		
2 Ruben Prasad	North America	United States	Southwest	California	Beverly Hills	90210	Bikes		
3 Cole A Watson	North America	Canada	Canada	British Columbia	Metochin	V9	Bikes		
4 Sydney S Wright	North America	United States	Northwest	Oregon	Lebanon	97355	Bikes		
5 Rachael M Martinez	Europe	France	France	Seine Saint Denis	Paris	93500	Bikes		
6 Julio Ruiz	Pacific	Australia	Australia	Queensland	East Brisbane	4169	Bikes		
7 Curtis Lu	Pacific	Australia	Australia	Queensland	East Brisbane	4169	Bikes		
8 Albert R Alvarez	Pacific	Australia	Australia	South Australia	Perth	6006	Bikes		
9 Colin G Anand	North America	United States	Southwest	California	Coronado	92118	Bikes		
10 Marsha C Xu	Pacific	Australia	Australia	Queensland	Rockhampton	4700	Bikes		
11 Katrina M Raji	Pacific	Australia	Australia	New South Wales	Wollongong	2500	Bikes		
12 Brad D Deng	Europe	United Kingdom	United Kingdom	England	Scotland	TD1 3HE	Bikes		
13 Emma W Brown	North America	United States	Southwest	California	Lemon Grove	91945	Bikes		
14 Edward Brown	North America	United States	Southwest	California	Santa Monica	90401	Bikes		
15 Abigail R Henderson	Europe	Germany	Germany	Northrhein-Westfalen	Werne	59368	Bikes		
16 Courtney A Edwards	North America	United States	Northwest	Oregon	Milwaukie	97222	Bikes		
17 Lataha A Alonso	Europe	United Kingdom	United Kingdom	England	York	YO3 4TN	Bikes		
18 Warren S Jai	Pacific	Australia	Australia	Victoria	Melbourne	3000	Bikes		
19 Jonathan R Gutierrez	Pacific	Australia	Australia	New South Wales	Goulburn	2580	Bikes		
20 Alexandra H Watson	Pacific	Australia	Australia	New South Wales	Goulburn	2580	Bikes		
21 Sydney C Rogers	North America	United States	Southwest	California	Butte	91502	Bikes		
22 Melanie Sanchez	Europe	Germany	Germany	Bayern	Ingolstadt	85049	Bikes		
23 Louis B Xie	Europe	United Kingdom	United Kingdom	England	York	YO24 1GF	Bikes		
24 Lucas Hill	North America	United States	Northwest	Washington	Berkeley	94704	Bikes		
25 Kevin Gonzalez	North America	United States	Northwest	Washington	Kirkland	98033	Bikes		
26 Albert W Blanco	Europe	United Kingdom	United Kingdom	England	Esher-Molesey	EM15	Bikes		
27 Bonnie C Xu	North America	United States	Northwest	Washington	Bremerton	98312	Bikes		
28 Misty Raji	Pacific	Australia	Australia	Victoria	Benifoglio	3550	Bikes		
29 Anne Dominguez	Europe	Germany	Germany	Hessen	Kassel	34117	Bikes		
30 Kelvin Huang	North America	United States	Southwest	California	Belflower	90706	Bikes		
31 Kevin Gonzalez	Pacific	Australia	Australia	Queensland	Brisbane	4000	Bikes		
32 Inman	Pacific	Australia	Australia	Queensland	Brisbane	4000	Bikes		

Ready

FIG. 2

FIG. 3

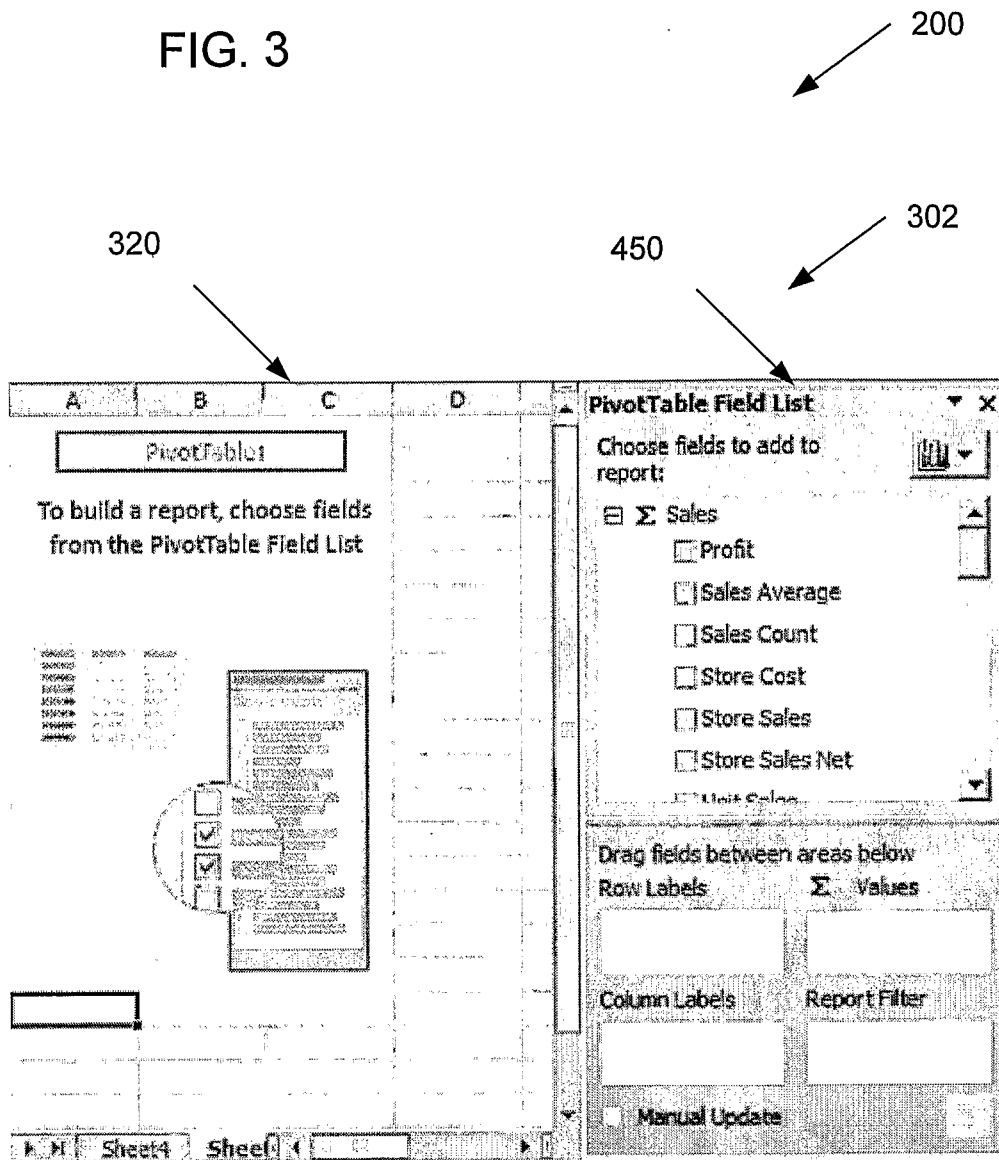


FIG. 4

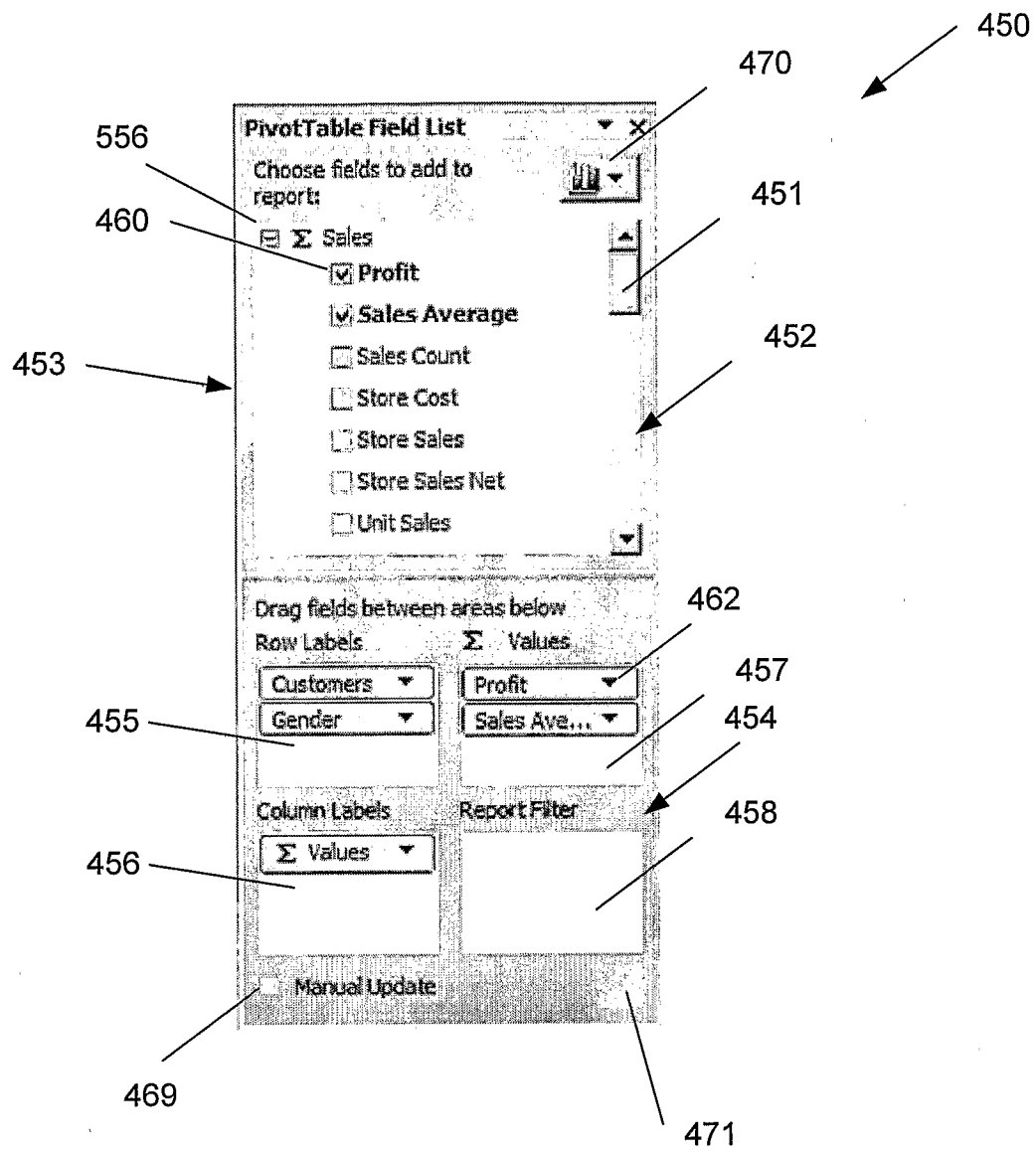


FIG. 5

450

The image shows a screenshot of a 'PivotTable Field List' window. The window is titled 'PivotTable Field List' and has a subtitle 'Choose fields to add to report'. It contains a list of fields with checkboxes next to them. The fields are: Address, Customer Name, Customer Phone, Product Name (checked), Promotion Name, Promotion Type (checked), Quarter, Sales Country, Sales Region, Store Sales (checked), Store Cost, Unit Sales (checked), Unit Store Sales, Unit Warehouse Sales, Year Calendar, Year Fiscal, Year Month, Year Quarter, and Year Quarter Fiscal. A mouse cursor is pointing at the 'Store Sales' field. Below the list, there are four areas for dragging fields: 'Labels on rows', 'Values', 'Labels on columns', and 'Report filter'. The 'Values' area contains 'Store Sales' and 'Unit Sales'. The 'Labels on rows' area contains 'Product Name' and 'Promotion Type'. The 'Labels on columns' and 'Report filter' areas are empty. At the bottom, there is a checkbox for 'Manual update'. Annotations with arrows point to various parts of the window: 450 points to the top right corner, 452 points to the right side of the field list, 464 points to the 'Store Sales' field, 472 points to the mouse cursor, 466 points to the 'Values' area, 457 points to the 'Store Sales' field in the 'Values' area, 454 points to the 'Unit Sales' field in the 'Values' area, and 453 points to the 'Report filter' area.

PivotTable Field List

Choose fields to add to report

- ☐ Address
- ☐ Customer Name
- ☐ Customer Phone
- ☒ Product Name
- ☐ Promotion Name
- ☒ Promotion Type
- ☐ Quarter
- ☐ Sales Country
- ☐ Sales Region
- ☒ Store Sales
- ☐ Store Cost
- ☒ Unit Sales
- ☐ Unit Store Sales
- ☐ Unit Warehouse Sales
- ☐ Year Calendar
- ☐ Year Fiscal
- ☐ Year Month
- ☐ Year Quarter
- ☐ Year Quarter Fiscal

Drag fields between areas below

Labels on rows

- Product Name
- Promotion Type

Values

- Store Sales
- Unit Sales

Labels on columns

Report filter

☐ Manual update

FIG. 6

450

6/28

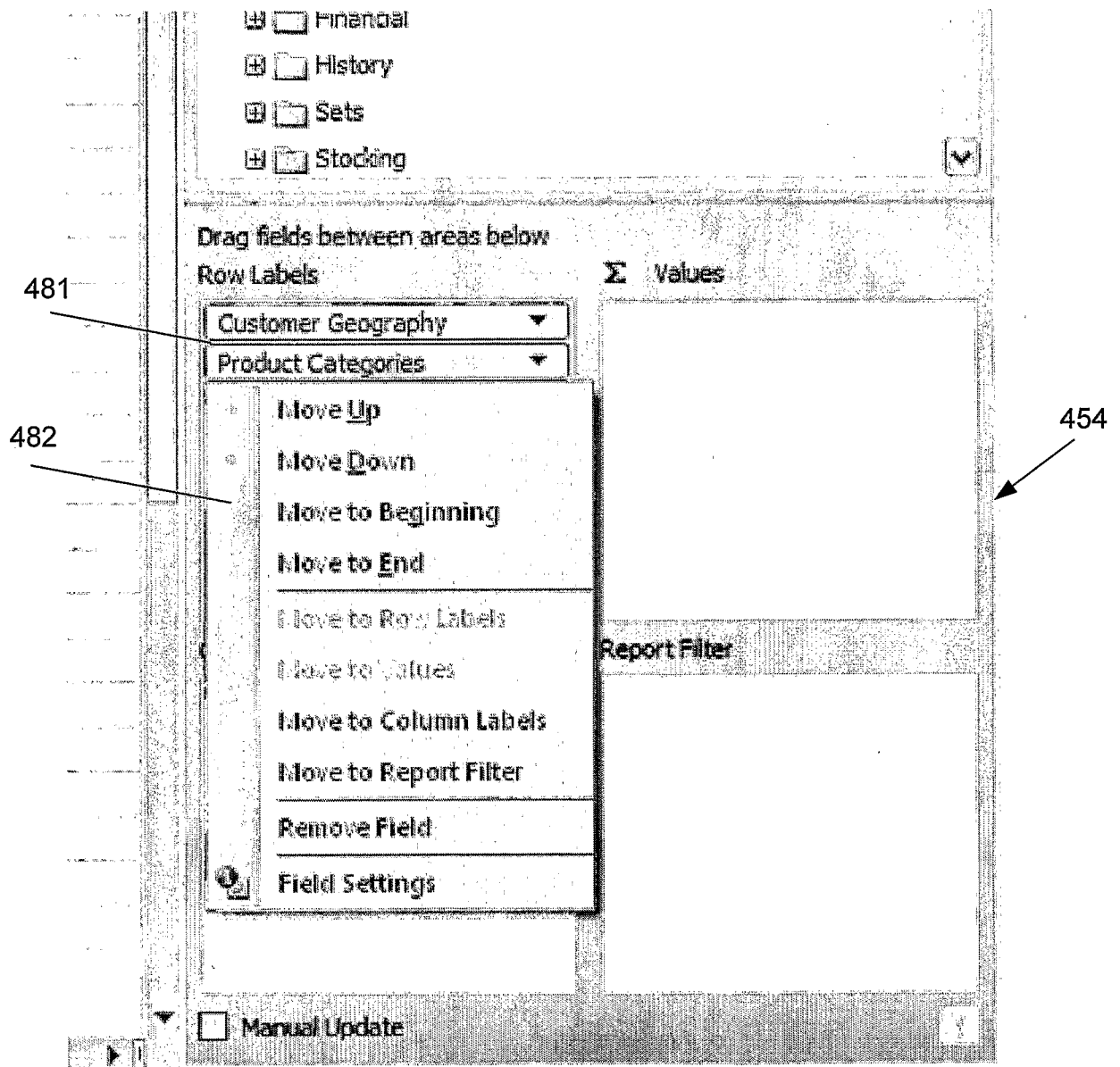


FIG. 7

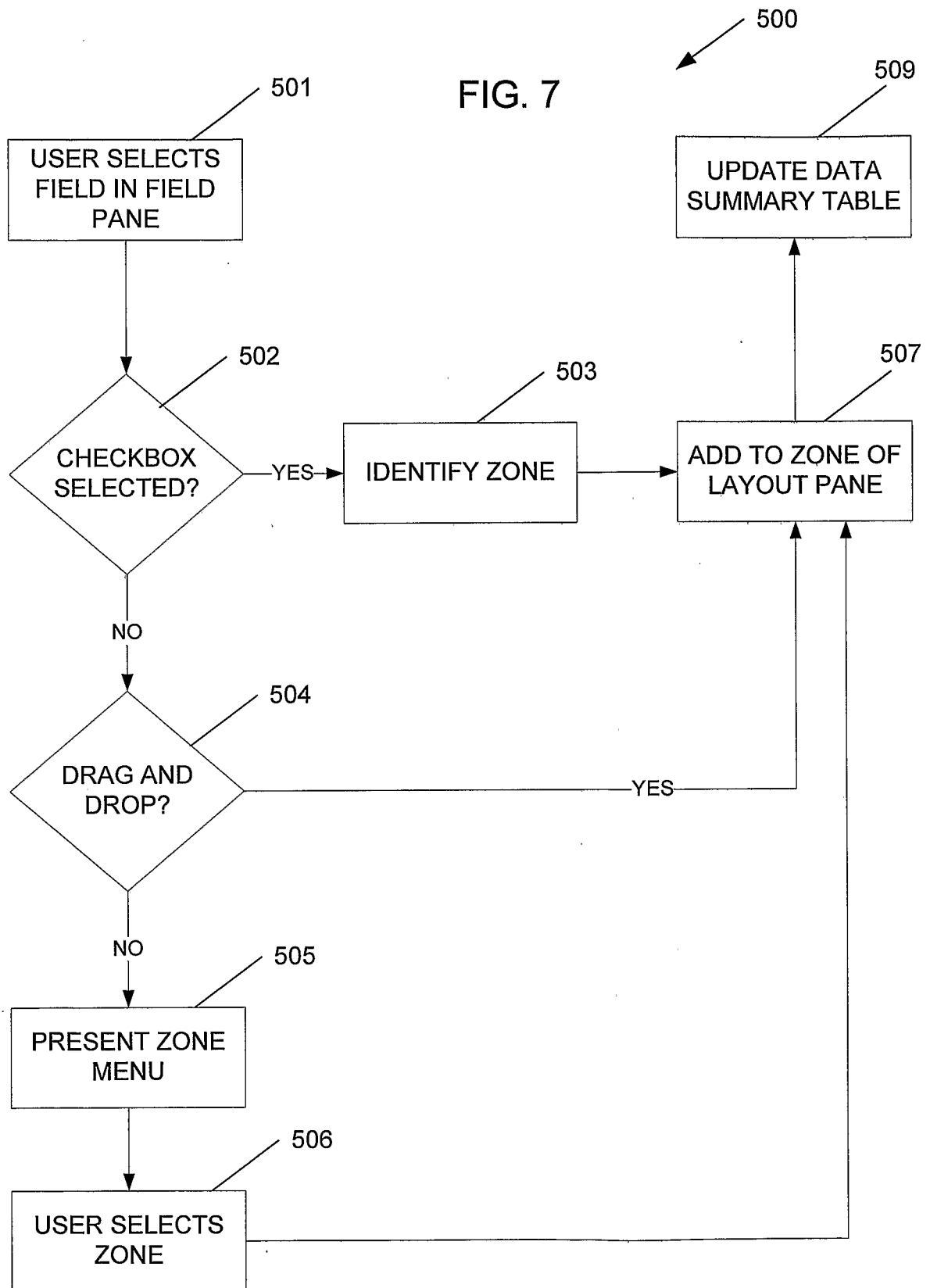


FIG. 8

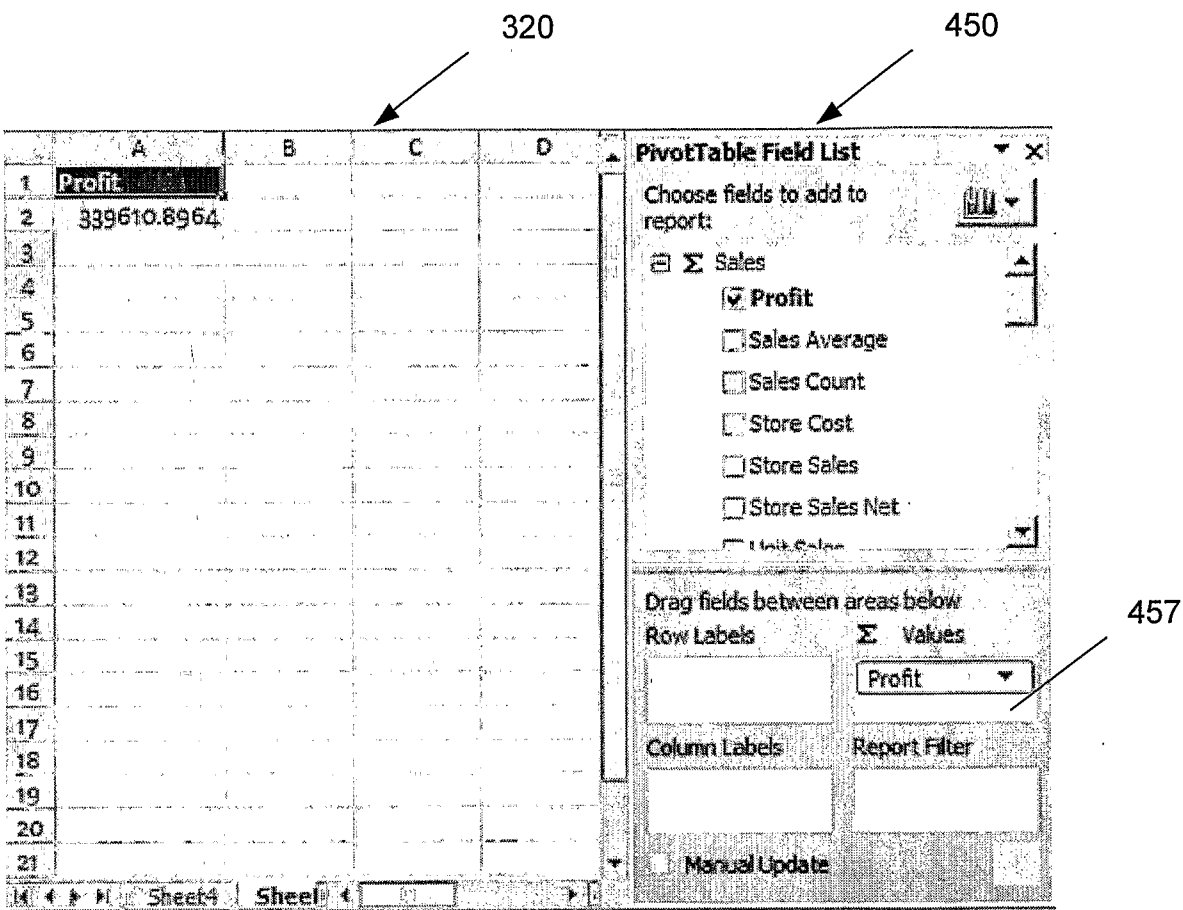


FIG. 9

9/28

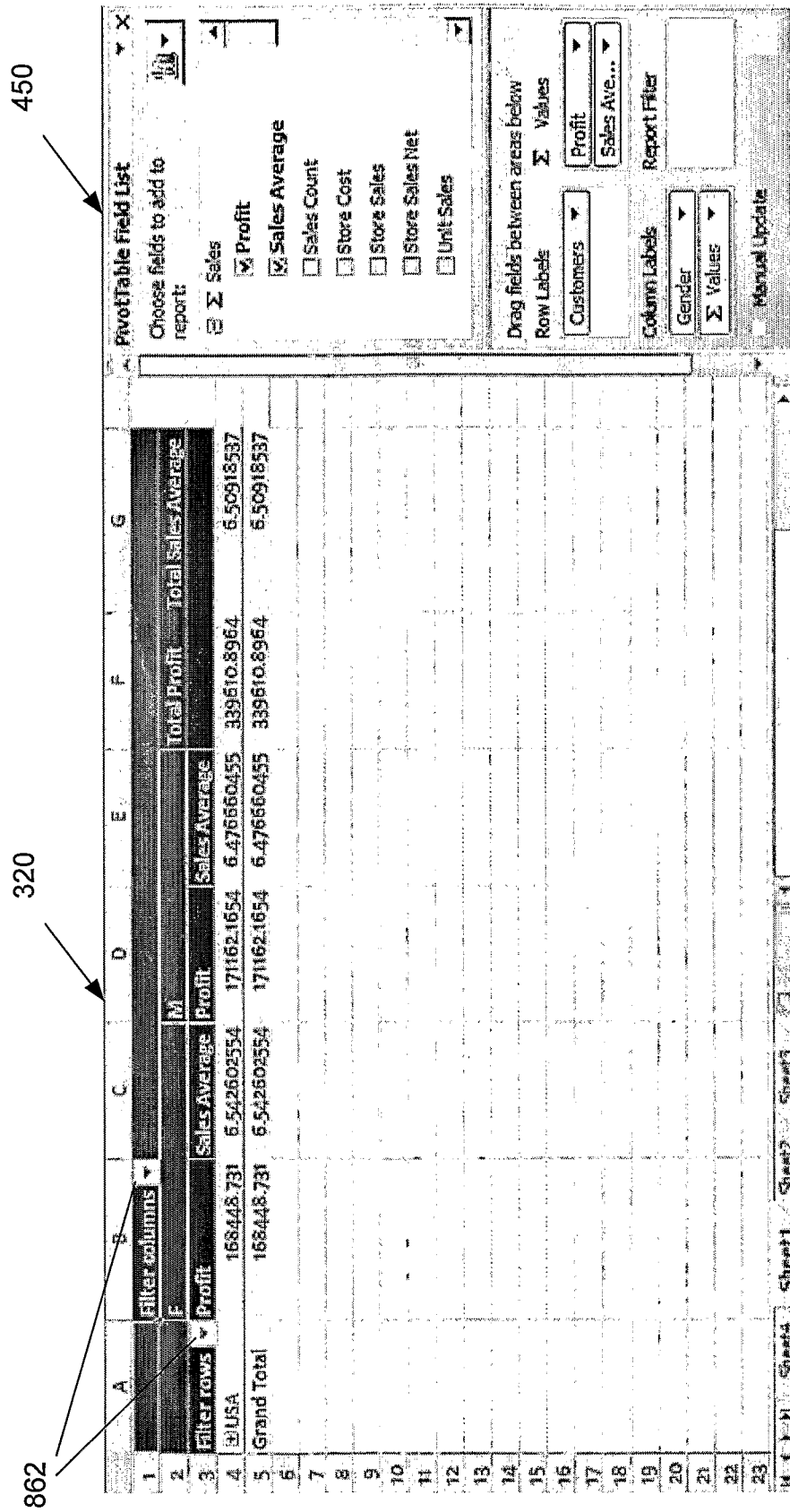


FIG. 10

10/28

320

450

455

456

	Filter columns	Profit	Sales Average
Filter rows	USA	389610.8964	6.50918537
F		168448.731	6.542602554
M		171182.1654	6.478660455
Grand Total		339610.8964	6.50918537

PivotTable Field List

Choose fields to add to report:

- ☐ Sales
- ☒ Profit
- ☒ Sales Average
- ☐ Sales Count
- ☐ Store Cost
- ☐ Store Sales
- ☐ Store Sales Net
- ☐ Unit Sales

Drag fields between areas below

Row Labels: Customers, Gender

Column Labels: Sales

Report Filter: Profit, Sales Ave...

Manual Update

FIG. 11

11/28

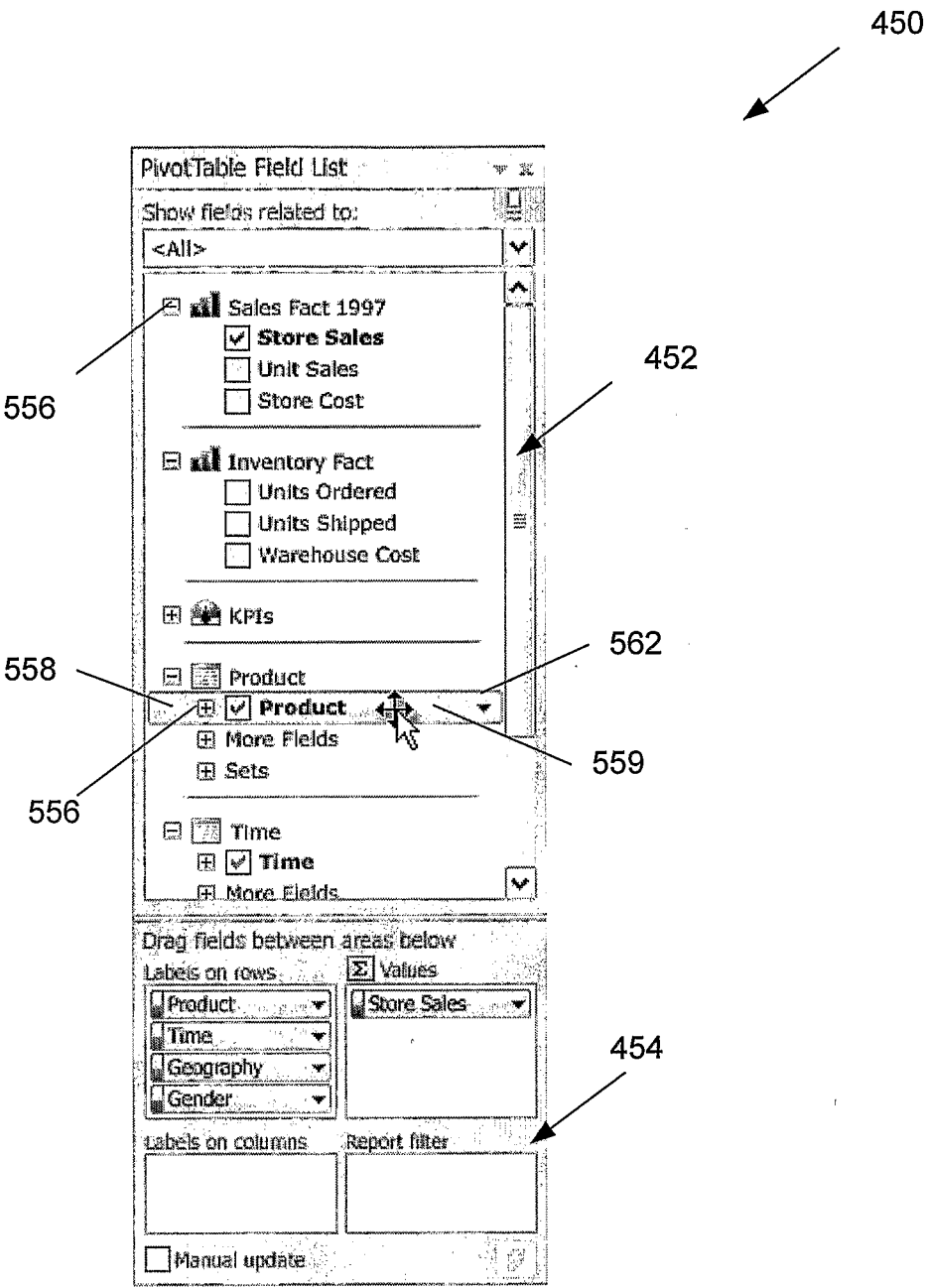


FIG. 12

12/28

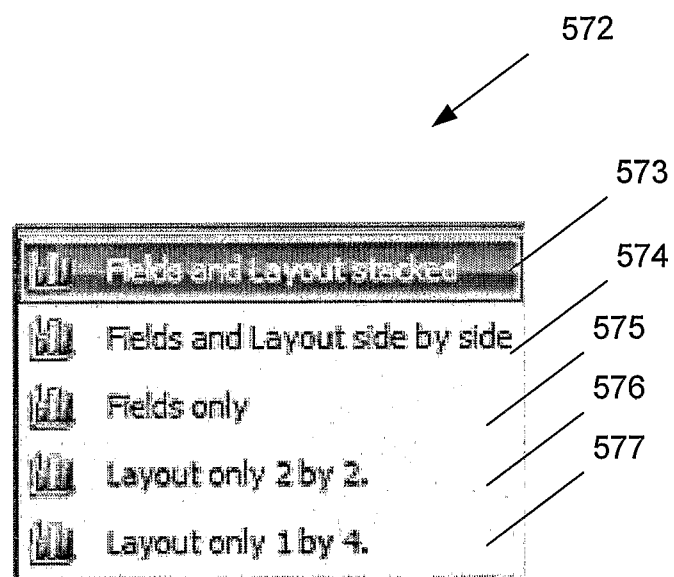


FIG. 13

450

452

454

PivotTable Field List

Choose fields to add to report:

☒ Σ Sales

☒ Profit

☒ Sales

☐ Sales

☐ Store

☐ Store

☐ Store

☐ Unit

☒ Customers

☒ Cust

☒ Education

☐ Educ

☒ Gender

☒ Gen

☒ Marital S

☐ Marit

☒ Product

☐ Product

Row Labels

Customers

Gender

Σ Values

Profit

Sales Av...

Column Labels

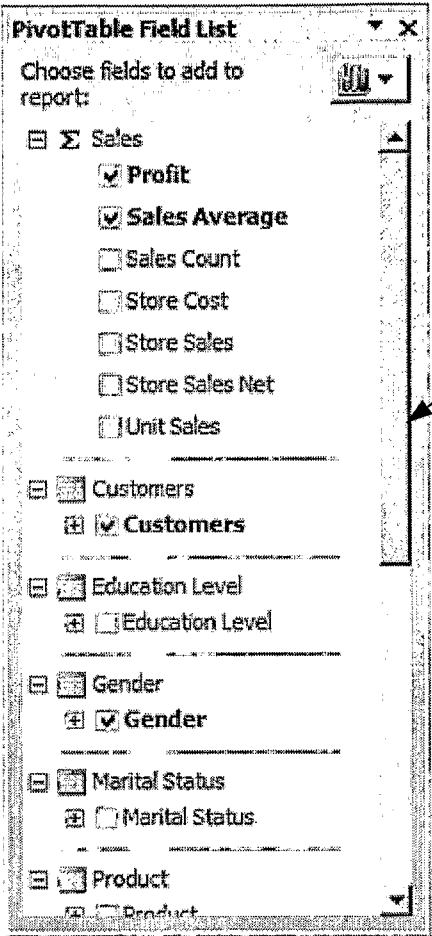
Σ Values

Report Filter

Man...

FIG. 14

450

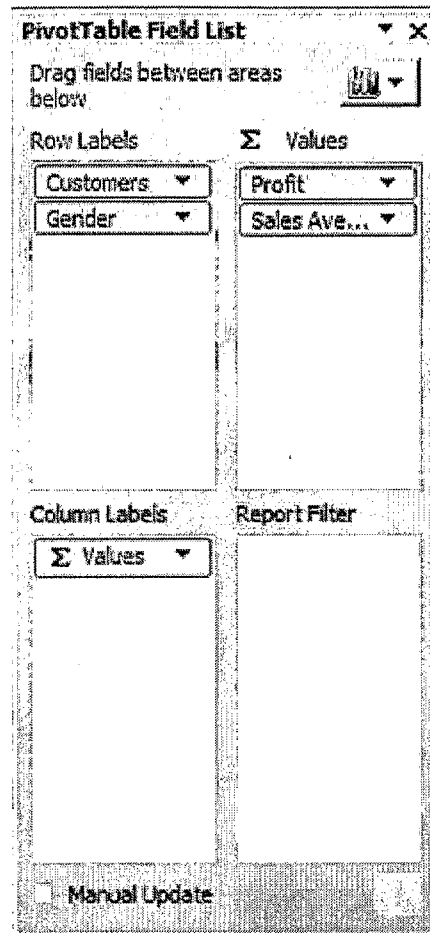


452



FIG. 15

450



The image shows a 'PivotTable Field List' dialog box. At the top, it says 'PivotTable Field List' with a close button. Below that, it says 'Drag fields between areas below' with a small icon. The dialog is divided into four quadrants: 'Row Labels' (containing 'Customers' and 'Gender'), 'Σ Values' (containing 'Profit' and 'Sales Ave...'), 'Column Labels' (containing 'Σ Values'), and 'Report Filter' (empty). At the bottom, there is a 'Manual Update' checkbox.

PivotTable Field List

Drag fields between areas below

Row Labels

Customers

Gender

Σ Values

Profit

Sales Ave...

Column Labels

Σ Values

Report Filter

Manual Update

454

FIG. 16

450



PivotTable Field List [Close]

Drag fields between areas below

Row Labels

Customers

Gender

Σ Values

Profit

Sales Average

Column Labels

Σ Values

Report Filter

☐ Manual Update

454



FIG. 17

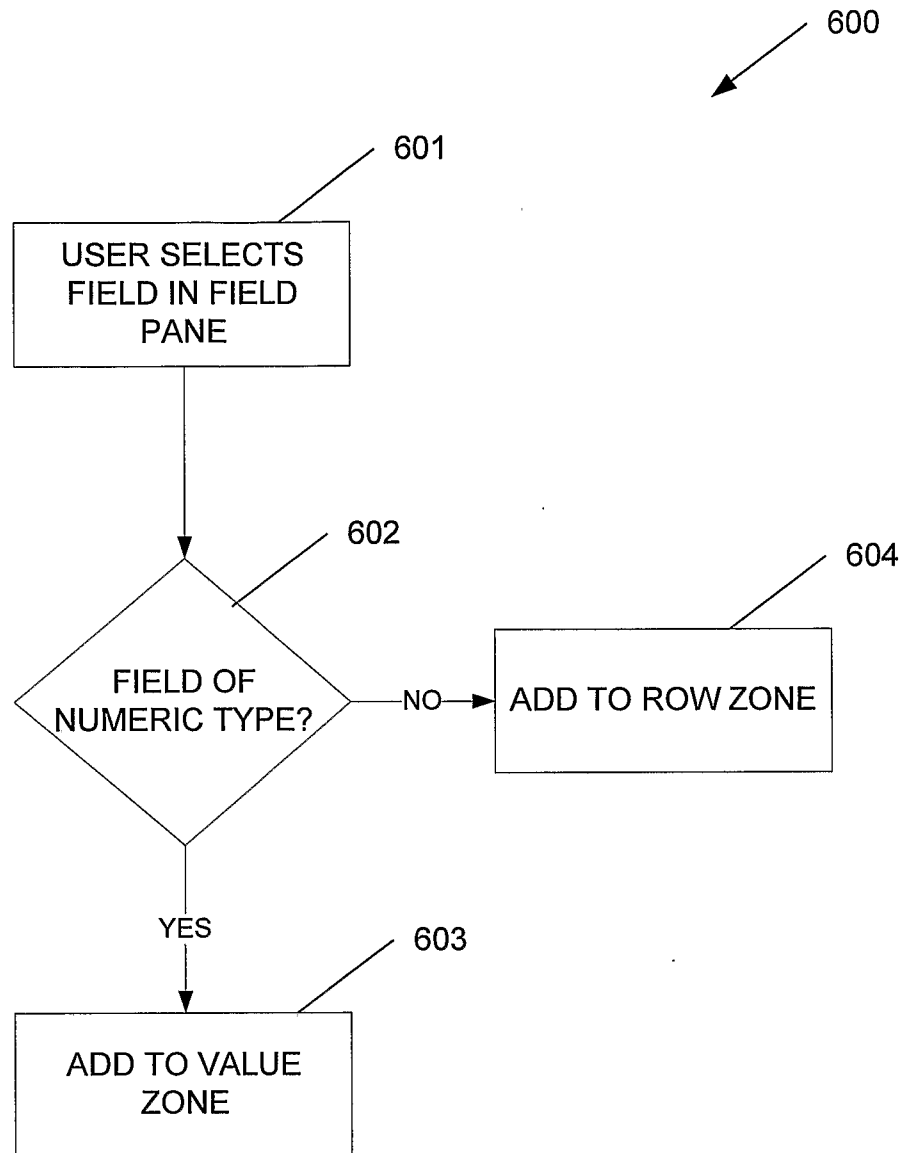


FIG. 18

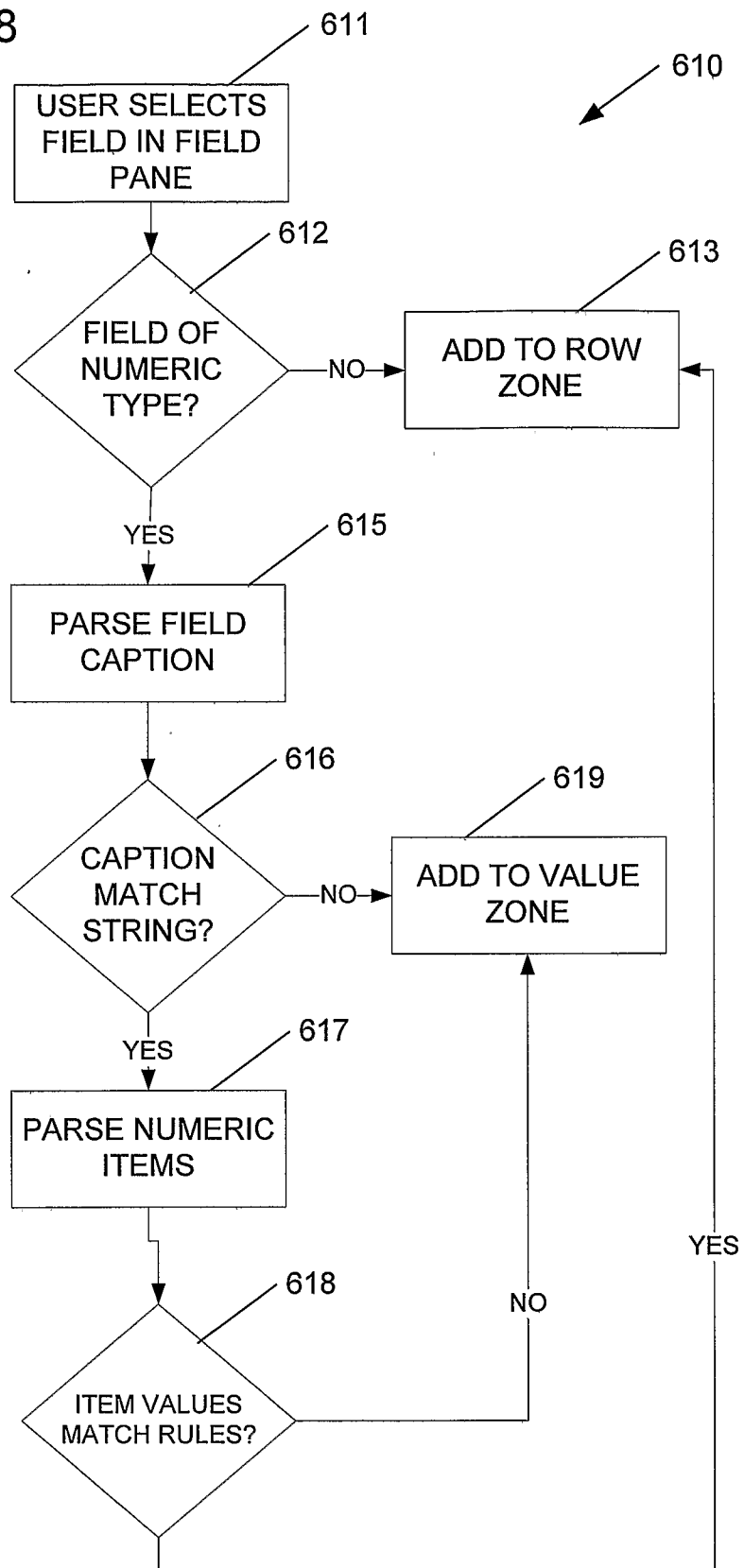


FIG. 19

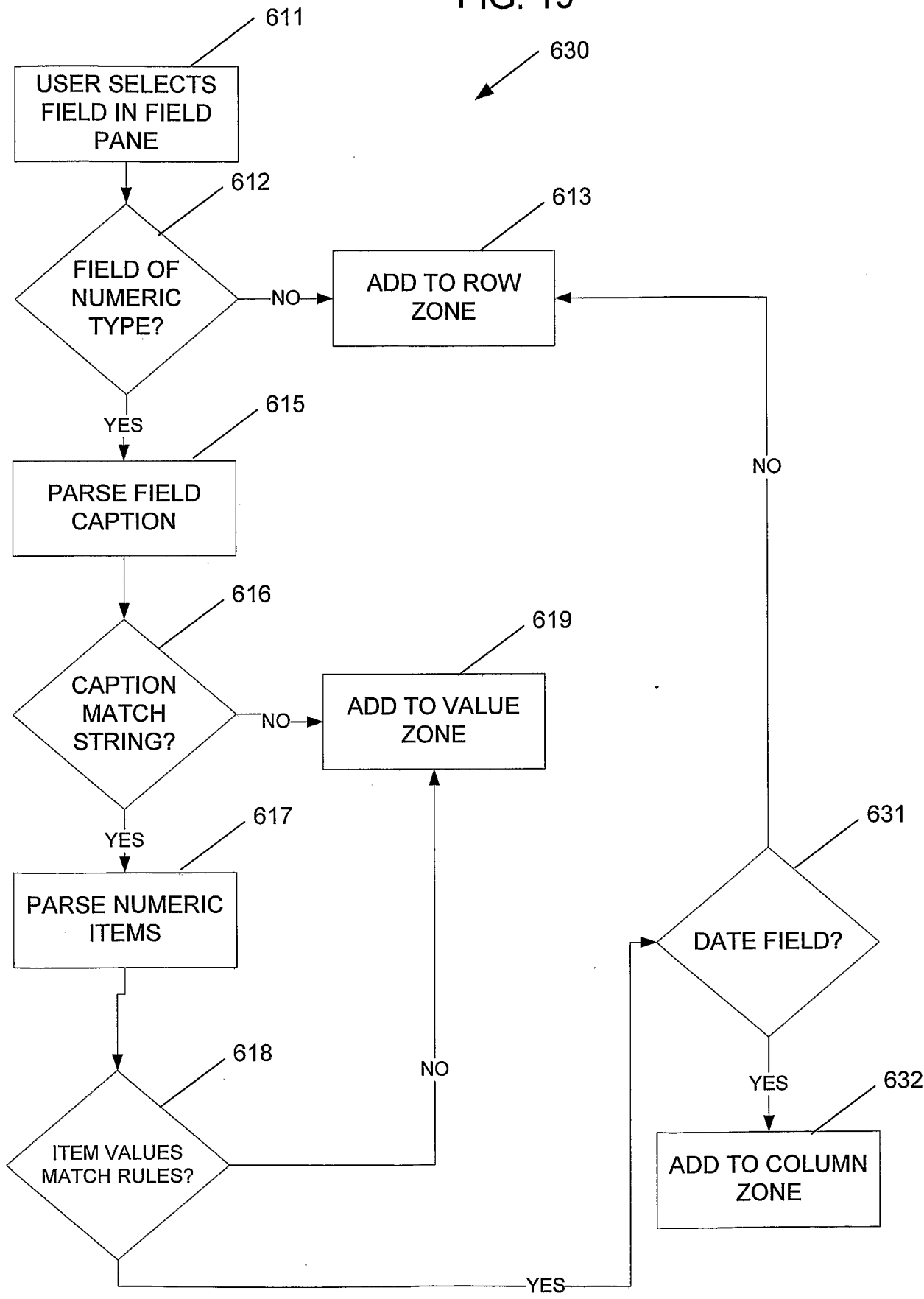


FIG. 20

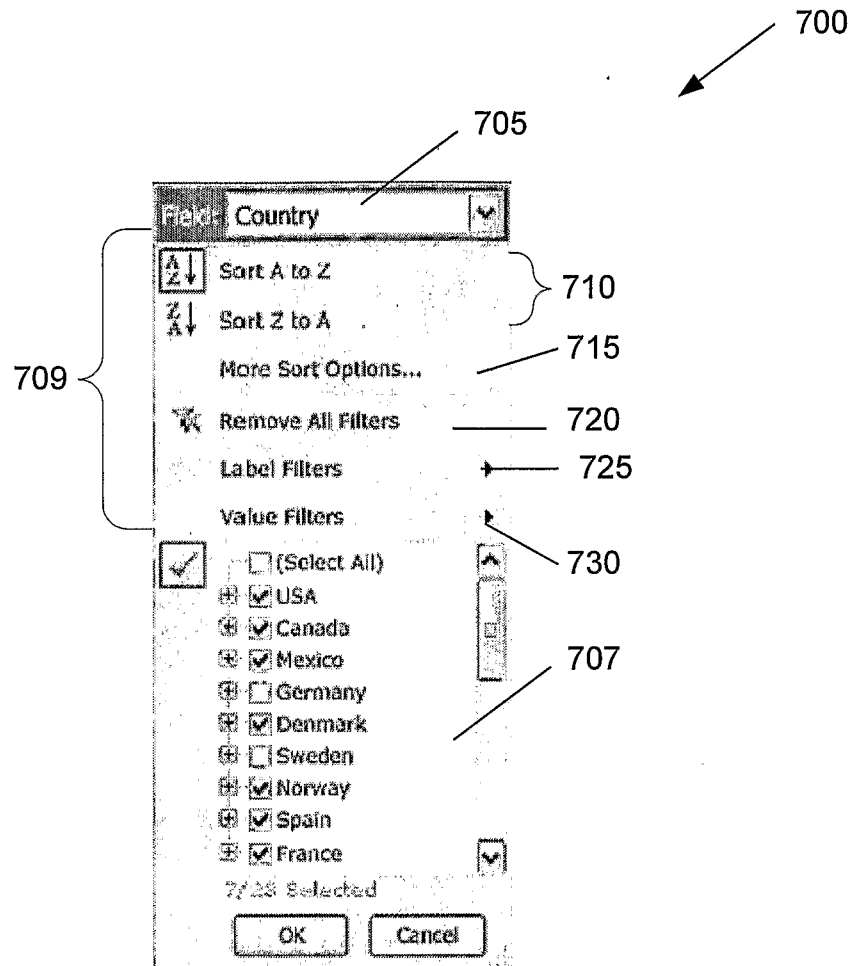


FIG. 21

707

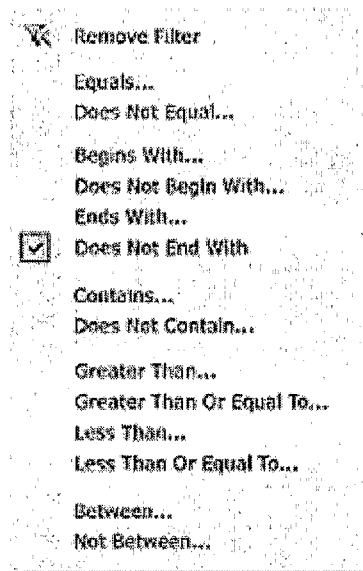
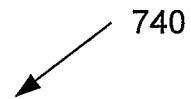
711

712

713

☐ (Select All)
☒ Drink
 ☒ Alcoholic Beverages
 ☐ Beverages
 ☐ Dairy
☒ Food
 ☒ Baked Goods
 ☒ Baking Goods
 ☒ Breakfast Foods
 ☒ Canned Foods
 ☒ Canned Products
 ☒ Dairy
 ☒ Deli
 ☒ Eggs
 ☒ Frozen Foods
 ☒ Meat
 ☒ Produce
 ☒ Seafood
 ☒ Snack Foods
 ☒ Snacks
 ☒ Starchy Foods
☐ Non-Consumable

FIG. 22



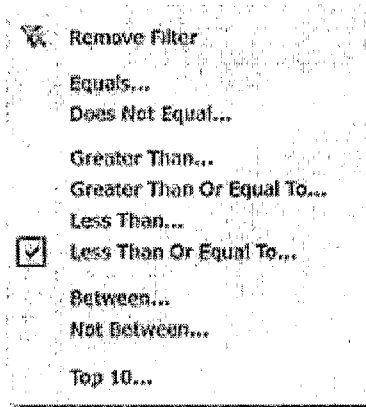
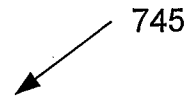


FIG. 24

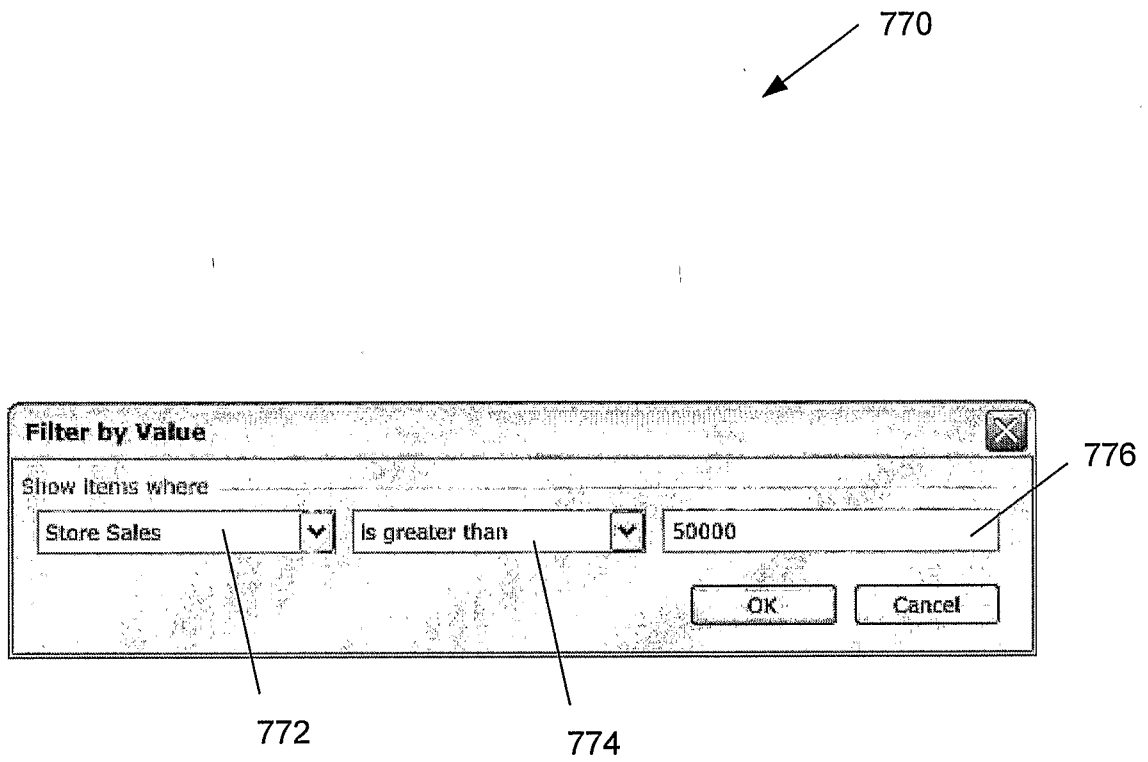


FIG. 25

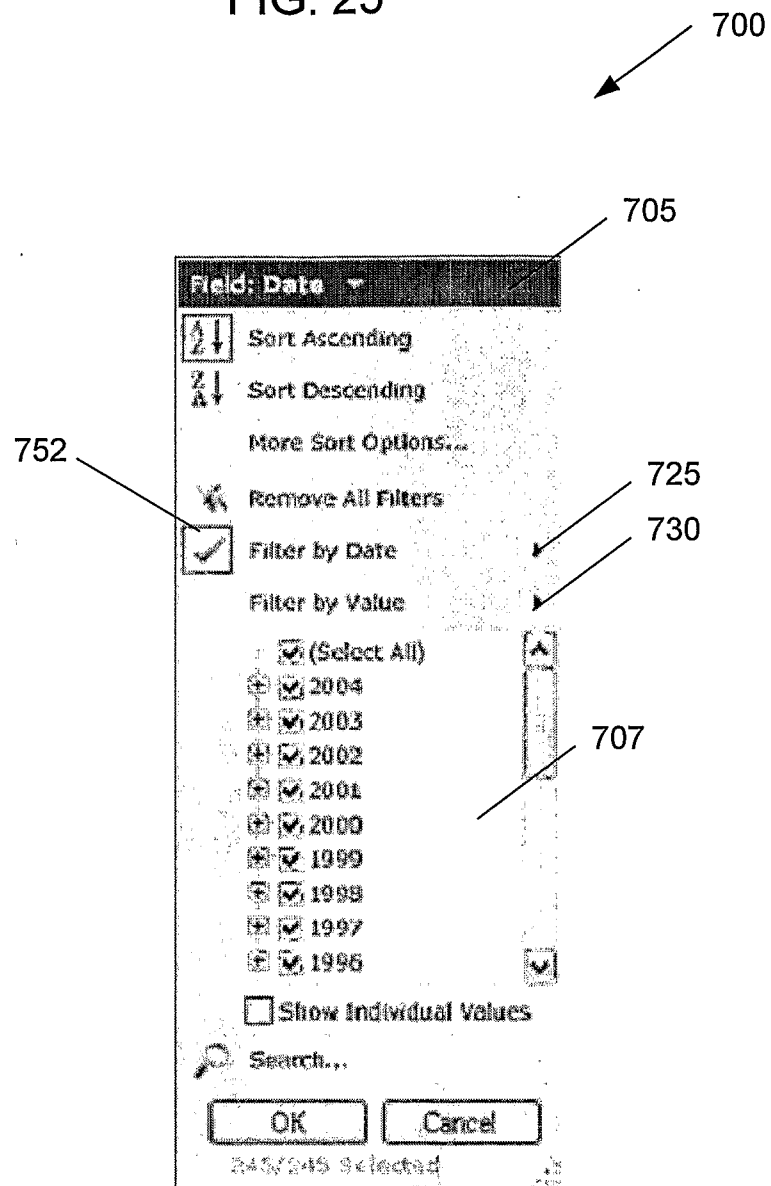


FIG. 26

760

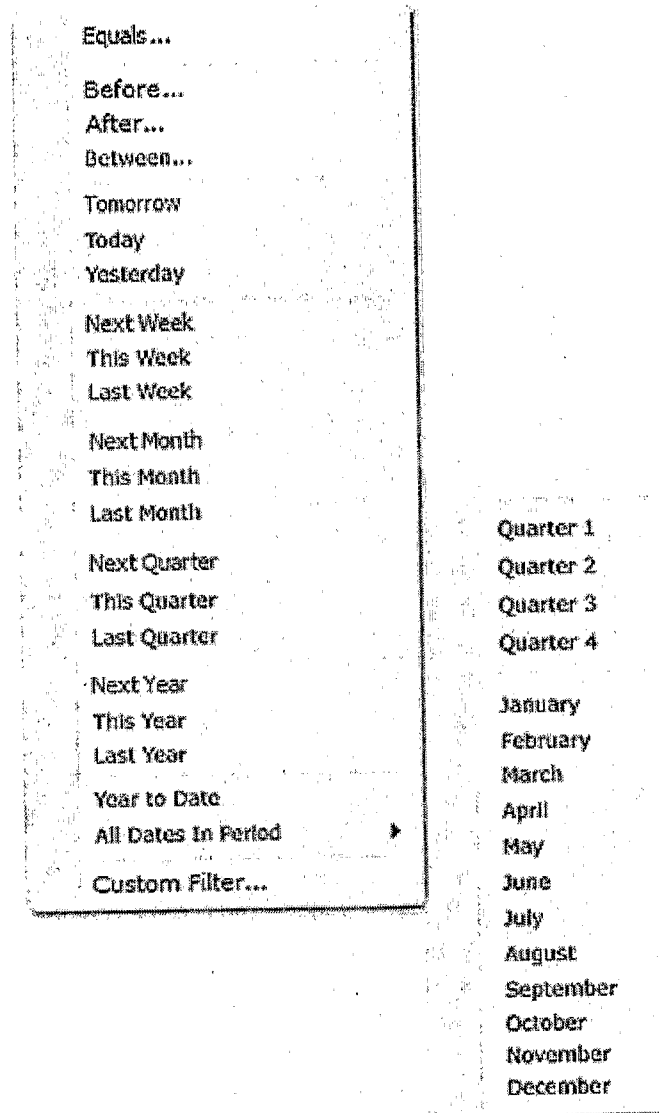


FIG. 27

450

PivotTable Field List

Show fields related to:

<All>

☒ Sales Fact 1997

- ☒ Store Sales
- ☐ Unit Sales
- ☐ Store Cost

☒ Inventory Fact

- ☐ Units Ordered
- ☐ Units Shipped
- ☐ Warehouse Cost

☒ KPIs

☒ Product

☒ Product

☐ More Fields

☐ Sets

☒ Time

☒ Time

☐ More Fields

Drag fields between areas below

Row Labels

Product

Time

Geography

Gender

Values

Store Sales

Column Labels

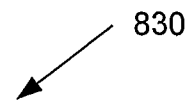
Report Filter

☐ Manual update

810

FIG. 28

28/28



Manual filters Year: 2000, 2001, 2002, 2003, 2004
Text filters Product Name: Contains 'Ab'
Number filters (in order) 1. Product Family: Top 10 by Profit 2. Aircraft: Store Sales is greater than 10,000,000
AutoSort Aircraft: Descending (Z to A) by Profit Region: Ascending (A to Z)