

< Show/Hide Field List

< Show/Hide Field Headers

1.3. Pivot Table

< Pivot Table Styles

< Customizing a Pivot Table Style

< Use a customized style in another workbook

1.4. Pivot Table

1.5. Pivot Table

1.6. Pivot Table

1.7. Pivot Table

< Comma separate : 1,000

< Custom Format Number

< % of Grand Total, % of Column Total, % of Row Total, %

Difference From

< Format error values

1.8. Pivot Table

1.9. Pivot Table

Module 2 : Create Pivot Chart

2.1. Insert a Pivot Chart

2.2. Pivot Chart Formats & Designs

2.3. Limitations of Pivot Charts & workarounds

2.4. Include a Sparkline with your pivot table

2.5. Insert a Slicer with a Pivot Chart

< Pivot Chart Slicer Styles

< Slicer

< Slicer Connections for multiple pivot tables

< Lock the workbook but not the slicer

Workshop : Pivot Table Slicer & Chart Dashboard

Module 3 : Power Query

3.1. Power Query

< Power Query

< Microsoft Excel Power Query

< Business Intelligence

< Power Query Power Pivot, Power BI

3.2. Power Query (Get Data)

< Excel

< Text File

< Folder (Combine Data)

< Database

< (Web Site)

3.3. Query (Data Transformation)

< About Data Type

< First row as Header

< Pivot Column / Unpivot Column

< Refresh Data

< Remove Column

- < Remove Row
- < Combine Queries : Append Query , Merge Query

Module 4 : CONDITIONALLY FORMATTING PIVOT TABLES

4.1. Intro to Conditional Formatting

4.2. Highlight Cell Rules based on values, Highlight Cell Rules based on text labels, Highlight Cell Rules based on Top & Bottom Rules

4.3. Data Bars, Color Scales & Icon Sets

4.4. Conditional Format Dashboard

Module 5 : CONTROL CHART WITH FUNCTION

5.1. Form Control

5.2. Index, Choose Offset

Workshop : Sales KPI Dashboard

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You are encouraged to use the course schedule as a guide to plan your training. The schedule is accessible at www.swpark.or.th for more information.