VETERANS UPWARD BOUND

~Educating America's Best~

Objectives-Working with PivotTables, PivotCharts, and Trendlines

Students will have mastered the material in this project when they can:

- Create a PivotTable report
- Create a PivotChart report
- Analyze worksheet data using PivotTable and PivotChart reports
- Analyze worksheet data using a trendline

Overview

In both academic and business environments, people are represented with large amounts of data that needs to be analyzed and interpreted. A PivotTable report is an interactive view of worksheet data that gives users the ability to summarize the data by selecting categories in which to group the data. A PivotChart report is an interactive chart that allows uses to change the groupings that graphically display data.

Background: You are working for an organic farming collective. You have been asked to create two PivotTables and corresponding PivotCharts from the annual sales worksheet for the collective. One PivotTable and PivotChart summarize the sales by farm. The other PivotTable and PivotChart summarize the dairy sales by month for the top dairy producer.

Basic Solution:

1. Open Cosgrove Organic Farming Collective on Moodle.
2. Create the PivotTable and associated PivotChart shown in Figure 1 in a separate sheet in the workbook. Name the worksheet Sales by Farm.
3. Change cell A4 to Farms and cell B3 to Stores. Apply the Pivot Style Light 18 style (or whatever style you prefer) to the PivotTable. Format the values as Currency values with a dollar sign and no decimal places. Apply the Style 31 to the PivotChart (or whatever style you prefer).
4. Create a second PivotTable and associated PivotChart as shown in Figure 2 in a separate sheet in the workbook. Name the worksheet Dairy Sales by Month.
5. Change cell A4 to Month and cell B3 to Farm. Apply the Pivot Style Light 18 style (or whatever style you prefer) to the PivotTable. Format the values as Currency values with a dollar sign and no decimal places. Turn off the legend for the chart. Apply the Style 39 to the PivotChart (or whatever style you prefer).
6. Filter the product type by Dairy. Filter the farm to Red Earth.
7. Change the chart type to Line and then add a linear trendline that forecasts the trend for two more months.

	A	B	C	D	E	F	G
1	Month	(All)					
2							
3	**Sum of Sales**	**Stores**					
4	**Farms**	**Community Foods**	**Good Earth**	**K&B Market**	**Midland Grocery**	**Grand Total**	
5	Acherson Acres		$170,731			$170,731	
6	Andover Farms			$105,354		$105,354	
7	Boehm & Family		$42,296			$42,296	
8	Dussel Brothers	$46,684				$46,684	
9	Hancock Creek Farm			$122,068		$122,068	
10	Juniper Berry Farm				$48,496	$48,496	
11	Mittel Swiss		$77,484			$77,484	
12	Paulson Family	$51,084	$14,977	$94,699		$160,760	
13	Red Earth				$390,665	$390,665	
14	Topville	$75,090				$75,090	
15	Wild Tree Farm	$25,694				$25,694	
16	**Grand Total**	**$198,552**	**$305,488**	**$322,121**	**$439,161**	**$1,265,322**	
17							

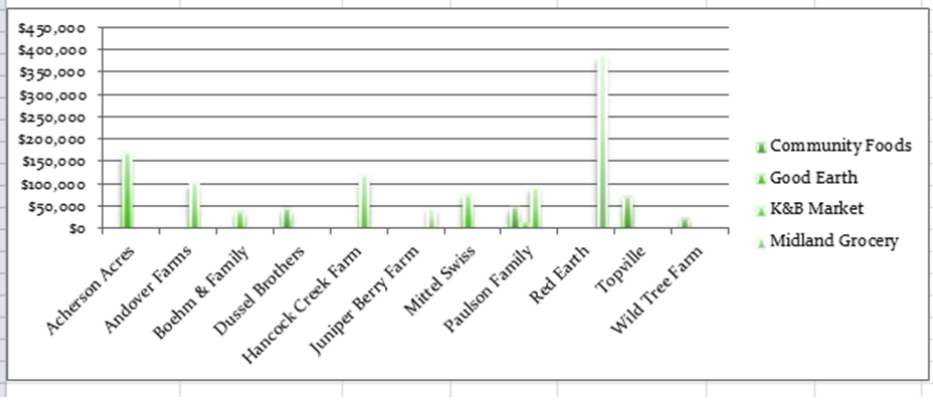

Figure 1

	A	B	C	D	E	F	G
1	Product Type	Dairy					
2							
3	**Sum of Sales**	**Farm**					
4	**Month**	**Red Earth**	**Grand Total**				
5	1	$33,888	$33,888				
6	2	$33,331	$33,331				
7	3	$35,930	$35,930				
8	4	$36,939	$36,939				
9	5	$29,878	$29,878				
10	6	$37,383	$37,383				
11	7	$27,844	$27,844				
12	8	$36,544	$36,544				
13	9	$32,644	$32,644				
14	10	$32,128	$32,128				
15	11	$32,128	$32,128				
16	12	$22,028	$22,028				
17	**Grand Total**	**$390,665**	**$390,665**				
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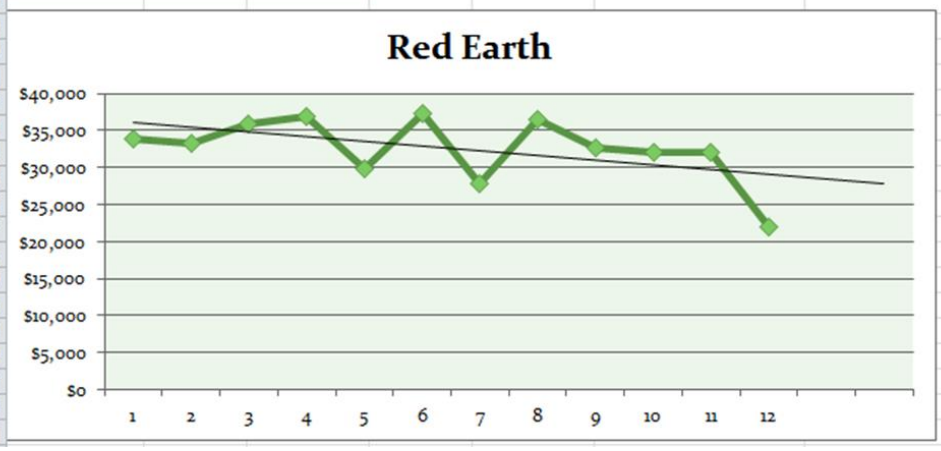

Figure 2