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Chapter 1 : Stephen L. Nelson | LibraryThing

Field Guide to Microsoft Excel 5 for the Macintosh [Stephen L. Nelson] on calendrierdelascience.com *FREE* shipping on qualifying offers. Perfect for those pressed by time and space limitations, this task-oriented, cross-referenced, and illustrated guide to the spreadsheet program makes for quick solutions to everyday problems.

Please note that in this example table: Cell A1 contains the title "SP16 Grades". The range for this region will be A1â€¦F5. Windows Input data into a range of cells such that each column and row has a label and there are no merged cells. Move your cursor to the top left cell of the range e. This should be a column header. In the Formulas tab, select Define Name tag icon. For the Name field input a name with the following template: For instance, for the table above, the name would be TitleSP16Grades.. Names not following this template do not facilitate screen reader access. Click OK to set the name. The region Name has been set for a screen reader. The Name is displayed in the formula bar when the cursor is in the top most shell. Other than that there is no visible change on the spreadsheet. Macintosh Input data into a range of cells such that each column and row has a label and there are no merged cells. Chart Wizard If you are using the Chart Wizard: Use the formatting options in line charts to create different types of dotted lines to facilitate legibility for color blind users. Avoid using the yellow and bright teal lines; use formatting options to change it to a darker color. Ensure that charts are legible are grayscale black and white. Add a text key for bar charts or change the default colors to a color safe palette. Accessibility Checker The Microsoft Accessibility Checker report can be used to find common errors like missing image ALT text, merged cells and other issues in an Excel document. This tool allows you to cut and paste data from Excel, add captions and summary text then have it converted to HTML.

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While working on a concept for a new program that would eventually become Lotus Improv , Salas noted that spreadsheets have patterns of data. A tool that could help the user recognize these patterns would help to build advanced data models quickly. With Improv, users could define and store sets of categories, then change views by dragging category names with the mouse. This core functionality would provide the model for pivot tables. A few months after the release of Improv, Brio Technology published a standalone Macintosh implementation, called DataPivot with technology eventually patented in In the Microsoft Windows version of Improv appeared. Microsoft further improved this feature in later versions of Excel: While tables such as these can contain many data items, it can be difficult to get summarized information from them. A pivot table can help quickly summarize the data and highlight the desired information. The usage of a pivot table is extremely broad and depends on the situation. The first question to ask is, "What am I seeking? A pivot table usually consists of row, column and data or fact fields. In this case, the column is Ship Date, the row is Region and the data we would like to see is sum of Units. These fields allow several kinds of aggregations , including: In this case, the total number of units shipped is displayed here using a sum aggregation. Implementation[edit] Using the example above, software will find all distinct values for Region. In this case, they are: North, South, East, West. Furthermore, it will find all distinct values for Ship Date. Based on the aggregation type, sum, it will summarize the fact, the quantities of Unit, and display them in a multidimensional chart. In the example above, the first datum is Pivot tables are not created automatically. For example, in Microsoft Excel one must first select the entire data in the original table and then go to the Insert tab and select "Pivot Table" or "Pivot Chart". The user then has the option of either inserting the pivot table into an existing sheet or creating a new sheet to house the pivot table. For instance, if a table represents sales data of a company, it might include Date of sale, Sales person, Item sold, Color of item, Units sold, Per unit price, and Total price. This makes the data more readily accessible.

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Chapter 5 : Books By Steve â€¢ Stephen L. Nelson CPA PLLC

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Chapter 6 : Pivot table - Wikipedia

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out of 5 stars 3, Microsoft Excel Functions & Formulas Quick Reference Card - Windows Version (4-page Cheat Sheet focusing on examples and context for functions and formulas- Laminated Guide).

Chapter 8 : Filter Options - Apache OpenOffice Wiki

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