

**Course
&
Test Series**

Self-Made Assignment - MS Excel

Using Pivot Table and Chart in MS Excel

Make this Dataset.

Date	Customer Name	Product	Category	Quantity	Unit Price	Total Sales
01-02-2024	Rajesh Kumar	Laptop	Electronics	2	45000	90000
03-02-2024	Anita Sharma	Mobile	Electronics	1	20000	20000
05-02-2024	Sunil Verma	Headphones	Accessories	3	1500	4500
07-02-2024	Priya Mehta	Laptop	Electronics	1	47000	47000
10-02-2024	Ramesh Gupta	Mobile	Electronics	2	22000	44000
12-02-2024	Suresh Yadav	Mouse	Accessories	5	800	4000
14-02-2024	Pooja Singh	Laptop	Electronics	1	46000	46000
17-02-2024	Arjun Patel	Headphones	Accessories	2	1800	3600
20-02-2024	Neha Joshi	Mobile	Electronics	3	21000	63000
22-02-2024	Vikram Rao	Mouse	Accessories	4	750	3000

Instructions to Create a Pivot Table

- Open MS Excel and enter the above dataset into a worksheet.
- Select any cell within the dataset.
- Click on the **Insert** tab and select **Pivot Table**.
- In the **Create PivotTable** dialog box, select **New Worksheet** and click **OK**.
- In the **PivotTable Fields** pane:
 - Drag **Category** to the **Rows** area.
 - Drag **Total Sales** to the **Values** area.
 - Drag **Product** to the **Columns** area (Optional).
- The Pivot Table will now display total sales for each product category.

Instructions to Create a Pivot Chart

- Click anywhere inside the Pivot Table.
- Go to the **Insert** tab and click on **Pivot Chart**.
- Choose a suitable chart type (e.g., **Column Chart** or **Pie Chart**) and click **OK**.
- The Pivot Chart will be inserted into the worksheet.
- Customize the chart by adding **Chart Title**, **Data Labels**, and formatting options as needed.

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