Development Statistics

E02 Data handling

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Selection of the data area

- How to select all the "data area"

  - [Ctrl]+[*]

  - [Ctrl]+A

Data menu

- Sorting
  - Rearrangement of data
- Filter
  - Data selection based on conditions
- Sub total
  - One dimensional aggregation
- Data table
  - Easy table making

Sorting

- Two kinds of sorting
  - Ascending Order: 1, 2, 3,
  - Descending Order: 3, 2, 1
- Key of sorting
  - The 1st key
  - The 2nd key
  - The 3rd Key

Filter

- Filtering data = picking up some records
- Text filter (character data)
  - Condition setting
- Numerical filter (numerical data)
  - Condition setting
- User setting filter
  - Customized condition setting

Sub total

- Before sub-total, you need to sort based on the sub-total key
- Check field
  - Sub-total key
  - Sub-total method
  - Sub-total filed
- 3 kinds of views
  - All data
  - Sub-total
  - Total

What if

- What if
  - Goal seek (some other day)
  - Table
- Table
  - Describe the equation in the corner of the table
  - Select the table area
  - What if → table
  - Choose the row item and column item