



Microsoft

# Excel Dashboards & Reports

*Summary*



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# Excel Dashboards And Reports For Dummies For Dummies Computertech

**Paul McFedries, Greg Harvey**



## **Excel Dashboards And Reports For Dummies For Dummies Computertech:**

*Excel Dashboards & Reports for Dummies* Michael Alexander, 2015-12-31 Make the most of your data using the power of Excel When you think of data do you think of endless rows and columns in spreadsheets Excel Dashboards and Reports For Dummies 3rd Edition shows you how to make the most of your data and puts an end to mind numbing spreadsheets by exploring new ways to conceptualize and present key information There s often a gap between handling data and synthesizing it into meaningful reports and this approachable text bridges this gap with quick and accessible information that answers key questions like how to meaningfully capture data trends how to show relationships in data and when it s better to show variances than actual data values As a leading spreadsheet application Microsoft Excel is the go to data software This tool allows you to use dashboard reports that leverage gauges maps charts sliders and other visual elements to present complex data in a manner that s easy to understand Using Excel dashboards effectively can improve your professional capabilities by leaps and bounds Analyze and report on large amounts of data in a meaningful way Look at data from different perspectives and better visualize the information you re presenting by quickly slicing data on the fly Automate redundant reporting and analysis functions making your data analysis and reporting routine more efficient Create visualizations dashboards and what if analyses that are as visually appealing as they are substantial Excel Dashboards and Reports For Dummies 3rd Edition is a fantastic resource if you re looking to spice up your reporting

*Excel Dashboards and Reports For Dummies* Michael Alexander, 2014-03-10 Create dynamic dashboards and put your data on display with For Dummies No matter what business you re in reports have become a staple of the workplace but what good is a report if no reads it or even worse understands it This all new edition of Excel Dashboards Reports For Dummies is here to help you make meaning of all your data and turn it into clear and actionable visualizations Fully updated for the latest business intelligence and spreadsheet tools in Excel 2013 this book shows you how to analyze large amounts of data quickly slice data into various views on the fly automate redundant reporting create eye catching visualizations and more Helps you move beyond reporting data with simple tables rows and columns to designing high impact reports dashboards and visuals Walks you through a wide array of technical and analytical concepts to give you the background you need to select the right tool for interpreting and displaying data Covers how to build a chart work with pivot tables group and bucket your data represent trends create What If analyses and increase the value of your reports Excel Dashboards Reports For Dummies 2nd Edition is the business analysis tool you need to transform your raw data into a powerful and effective presentation that is accessible to everyone

**Excel 2007 Dashboards and Reports For Dummies** Michael Alexander, 2011-03-16 What s the use of putting out reports that no one reads Properly created dashboards are graphical representations that put data in a context for your audience and they look really cool How cool You ll find out when you see the dazzling examples in Excel 2007 Dashboards Reports For Dummies And before long everyone s eyes will be riveted to your dashboards and reports too This revolutionary

guide shows you how to turn Excel into your own personal Business Intelligence tool You ll learn the fundamentals of using Excel 2007 to go beyond simple tables to creating dashboard studded reports that wow management Get ready to catch dashboard fever as you find out how to use basic analysis techniques build advanced dashboard components implement advanced reporting techniques and import external data into your Excel reports Discover how to Unleash the power of Excel as a business intelligence tool Create dashboards that communicate and get noticed Think about your data in a new way Present data more effectively and increase the value of your reports Create dynamic labels that support visualization Represent time and seasonal trending Group and bucket data Display and measure values versus goals Implement macro charged reporting Using Excel 2007 as a BI tool is the most cost efficient way for organizations of any size create powerful and insightful reports and distribute throughout the enterprise And Excel 2007 Dashboards and Reports for Dummies is the fastest you for you to catch dashboard fever     Excel Dashboards and Reports for Dummies, 3rd Edition Michael Alexander,2016 Make the most of your data using the power of Excel When you think of data do you think of endless rows and columns in spreadsheets Excel Dashboards and Reports For Dummies 3 rd Edition shows you how to make the most of your data and puts an end to mind numbing spreadsheets by exploring new ways to conceptualize and present key information There s often a gap between handling data and synthesizing it into meaningful reports and this approachable text bridges this gap with quick and accessible information that answers key questions like how to meaningfully capture data trends how to show relationships in data and when it s better to show variances than actual data values As a leading spreadsheet application Microsoft Excel is the go to data software This tool allows you to use dashboard reports that leverage gauges maps charts sliders and other visual elements to present complex data in a manner that s easy to understand Using Excel dashboards effectively can improve your professional capabilities by leaps and bounds Analyze and report on large amounts of data in a meaningful way Look at data from different perspectives and better visualize the information you re presenting by quickly slicing data on the fly Automate redundant reporting and analysis functions making your data analysis and reporting routine more efficient Create visualizations dashboards and what if analyses that are as visually appealing as they are substantial Excel Dashboards and Reports For Dummies 3 rd Edition is a fantastic resource if you re looking to spice up your reporting     *Excel Dashboards and Reports For Dummies, 2nd Edition* Michael Alexander,2014 Create dynamic dashboards and put your data on display with For Dummies No matter what business you re in reports have become a staple of the workplace but what good is a report if no reads it or even worse understands it This all new edition of Excel Dashboards Reports For Dummies is here to help you make meaning of all your data and turn it into clear and actionable visualizations Fully updated for the latest business intelligence and spreadsheet tools in Excel 2013 this book shows you how to analyze large amounts of data quickly slice data into various views on the fly automate redundant reporting create eye catching visualizations and more Helps you move beyond reporting data with simple tables rows and

columns to designing high impact reports dashboards and visuals Walks you through a wide array of technical and analytical concepts to give you the background you need to select the right tool for interpreting and displaying data Covers how to build a chart work with pivot tables group and bucket your data represent trends create What If analyses and increase the value of your reports Excel Dashboards Reports For Dummies 2nd Edition is the business analysis tool you need to transform your raw data into a powerful and effective presentation that is accessible to everyone

**Excel Data Analysis For Dummies** Paul McFedries, 2018-11-13 Take Excel to the next level Excel is the world's leading spreadsheet application It's a key module in Microsoft Office the number one productivity suite and it is the number one business intelligence tool An Excel dashboard report is a visual presentation of critical data and uses gauges maps charts sliders and other graphical elements to present complex data in an easy to understand format Excel Data Analysis For Dummies explains in depth how to use Excel as a tool for analyzing big data sets In no time you'll discover how to mine and analyze critical data in order to make more informed business decisions Work with external databases PivotTables and Pivot Charts Use Excel for statistical and financial functions and data sharing Get familiar with Solver Use the Small Business Finance Manager If you're familiar with Excel but lack a background in the technical aspects of data analysis this user friendly book makes it easy to start putting it to use for you

**Excel Dashboards and Reports** Michael Alexander, John Walkenbach, 2010-08-06 The go to resource for how to use Excel dashboards and reports to better conceptualize data Many Excel books do an adequate job of discussing the individual functions and tools that can be used to create an Excel Report What they don't offer is the most effective ways to present and report data Offering a comprehensive review of a wide array of technical and analytical concepts Excel Reports and Dashboards helps Excel users go from reporting data with simple tables full of dull numbers to presenting key information through the use of high impact meaningful reports and dashboards that will wow management both visually and substantively Details how to analyze large amounts of data and report the results in a meaningful eye catching visualization Describes how to use different perspectives to achieve better visibility into data as well as how to slice data into various views on the fly Shows how to automate redundant reporting and analyses Part technical manual part analytical guidebook Excel Dashboards and Reports is the latest addition to the Mr Spreadsheet's Bookshelf series and is the leading resource for learning to create dashboard reports in an easy to use format that's both visually attractive and effective

Data Visualization with Excel Dashboards and Reports Dick Kusleika, 2021-02-05 Large corporations like IBM and Oracle are using Excel dashboards and reports as a Business Intelligence tool and many other smaller businesses are looking to these tools in order to cut costs for budgetary reasons An effective analyst not only has to have the technical skills to use Excel in a productive manner but must be able to synthesize data into a story and then present that story in the most impactful way Microsoft shows its recognition of this with Excel In Excel there is a major focus on business intelligence and visualization Data Visualization with Excel Dashboards and Reports fills the gap between handling data and synthesizing data into

meaningful reports This title will show readers how to think about their data in ways other than columns and rows Most Excel books do a nice job discussing the individual functions and tools that can be used to create an Excel Report Titles on Excel charts Excel pivot tables and other books that focus on Tips and Tricks are useful in their own right however they don t hit the mark for most data analysts The primary reason these titles miss the mark is they are too focused on the mechanical aspects of building a chart creating a pivot table or other functionality They don t offer these topics in the broader picture by showing how to present and report data in the most effective way What are the most meaningful ways to show trending How do you show relationships in data When is showing variances more valuable than showing actual data values How do you deal with outliers How do you bucket data in the most meaningful way How do you show impossible amounts of data without inundating your audience In Data Visualization with Excel Reports and Dashboards readers will get answers to all of these questions Part technical manual part analytical guidebook this title will help Excel users go from reporting data with simple tables full of dull numbers to creating hi impact reports and dashboards that will wow management both visually and substantively This book offers a comprehensive review of a wide array of technical and analytical concepts that will help users create meaningful reports and dashboards After reading this book the reader will be able to Analyze large amounts of data and report their data in a meaningful way Get better visibility into data from different perspectives Quickly slice data into various views on the fly Automate redundant reporting and analyses Create impressive dashboards and What If analyses Understand the fundamentals of effective visualization Visualize performance comparisons Visualize changes and trends over time

**Microsoft Power BI For Dummies** Jack A. Hyman,2022-01-05 Reveal the insights behind your company s data with Microsoft Power BI Microsoft Power BI allows intuitive access to data that can power intelligent business decisions and insightful strategies The question is do you have the Power BI skills to make your organization s numbers spill their secrets In Microsoft Power BI For Dummies expert lecturer consultant and author Jack Hyman delivers a start to finish guide to applying the Power BI platform to your own firm s data You ll discover how to start exploring your data sources build data models visualize your results and create compelling reports that motivate decisive action Tackle the basics of Microsoft Power BI and when you re done with that move on to advanced functions like accessing data with DAX and app integrations Guide your organization s direction and decisions with rock solid conclusions based on real world data Impress your bosses and confidently lead your direct reports with exciting insights drawn from Power BI s useful visualization tools It s one thing for your company to have data at its disposal It s another thing entirely to know what to do with it Microsoft Power BI For Dummies is the straightforward blueprint you need to apply one of the most powerful business intelligence tools on the market to your firm s existing data

**Excel Power Pivot & Power Query For Dummies** Michael Alexander,2016-03-18 A guide to PowerPivot and Power Query no data cruncher should be without Want to familiarize yourself with the rich set of Microsoft Excel tools and reporting capabilities available from PowerPivot and Power Query Look no further Excel

PowerPivot Power Query For Dummies shows you how this powerful new set of tools can be leveraged to more effectively source and incorporate big data Business Intelligence and Dashboard reports You ll discover how PowerPivot and Power Query not only allow you to save time and simplify your processes but also enable you to substantially enhance your data analysis and reporting capabilities Gone are the days of relatively small amounts of data today s data environment demands more from business analysts than ever before Now with the help of this friendly hands on guide you ll learn to use PowerPivot and Power Query to expand your skill set from the one dimensional spreadsheet to new territories like relational databases data integration and multi dimensional reporting Demonstrates how Power Query is used to discover connect to and import your data Shows you how to use PowerPivot to model data once it s been imported Offers guidance on using these tools to make analyzing data easier Written by a Microsoft MVP in the lighthearted fun style you ve come to expect from the For Dummies brand If you spend your days analyzing data Excel PowerPivot Power Query For Dummies will get you up and running with the rich set of Excel tools and reporting capabilities that will make your life and work easier

**Excel All-in-One For Dummies** Paul McFedries,Greg Harvey,2021-12-14 Excel erate your productivity with the only guide you ll need to the latest versions of Microsoft Excel Microsoft Excel offers unsurpassed functionality and accessibility for data exploration and analysis to millions of users around the world And learning to unlock its full potential is easier than you can imagine with help from Excel All in One For Dummies Follow along with Excel expert and veteran author Paul McFedries as he walks you through every feature and technique you need to know to get the most out of this powerful software You ll learn how to design worksheets use formulas and functions collaborate with colleagues and review their work create charts and graphics manage and analyze data and create macros Plus you ll discover all the capabilities Microsoft has included in the newest versions of Excel including dark mode and accessibility features This indispensable reference allows you to Get a firm grasp of Excel basics with the book s step by step guides before moving on to more advanced topics like data analysis Access up to date information on all the new versions of Excel including the ones bundled with Microsoft 365 Office 2021 and the LTSC Enterprise Edition Enjoy the convenience of a single comprehensive resource detailing everything you need to know about Excel Perfect for people coming to Excel for the very first time Excel All in One For Dummies Office 2021 Edition is also a must read resource for anyone looking for a refresher on foundational or advanced Excel techniques

*Microsoft 365 Excel All-in-One For Dummies* David H. Ringstrom,Michael Alexander,Dick Kusleika,Paul McFedries,Ken Bluttman,2025-07-29 Get into the nitty gritty of Excel the all important spreadsheet tool Microsoft 365 Excel All in One For Dummies offers an all new way to tackle data in Excel Start with the basics of inputting formatting and organizing data and work your way to pro techniques that help with any career field or reason for using the app Gain the skills to apply advanced formulas and functions create stunning data visualizations build dashboards and reports and automate your spreadsheets You ll also get a glimpse into how AI tools can boost your work Eight mini books come together in this expanded Excel

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Annotation Let your Excel skills soar to new heights with this guide that is updated to reflect the latest changes to the Microsoft Office suite and quickly and painlessly gets you up to speed on mastering the world s most widely used spreadsheet tool *Excel For Dummies* Greg Harvey,1994-02-01 Head s up this book was published in 1994 Check out Excel 2019 For Dummies for the most up to date information I imagine you landed here because you re trying to figure out Excel and know the For Dummies books are a great way to find fast answers Just so you know this edition of Excel For Dummies covers a version of the application that s been updated 10 times since we published the book For the most current info search for Excel 2019 For Dummies The good news is Excel hasn t changed so much in all those years so a lot of this book is still usable We re humbled that people still give it great reviews The better news is there s a version of Excel For Dummies for every version of the application released since then If you don t want to take your chances on a book published before there was a Google or an Amazon look for the version of the book specific to the version of Excel you re using such as Excel 2019 All in One For Dummies Excel Macros For Dummies Dick Kusleika,2022-03-22 Save time and become an Excel wizard with the world s leading Excel macro guide Do you love Excel and all the things you can do with it but wish you could just work faster Excel macros automated workflows that save you time and energy might be just what you need In Excel Macros For Dummies you ll learn over 70 of the most productive time saving macros in less time than it takes to back up the files on your computer Every chapter in the book gives you practical info and exercises you can put to work immediately alongside step by step instructions and guidance on how to customize Excel to fit your every need Inside you ll find Automations that take your Excel productivity to the next level and beyond Fully updated macros compatible with the newest version of Excel included in Microsoft 365 Careful explanations of the basics as well as tips for the advanced user With something for everyone Excel Macros For Dummies is the productivity supercharger you ve been waiting for Grab a copy today *Excel Data Analysis For Dummies* Stephen L. Nelson,2002-08-09 So here s a funny deal You know how to use Excel You know how to create simple workbooks And how to print stuff And you can even with just a little bit of fiddling create cool looking charts But sometimes you wish that you could do more with Excel such as how to use Excel to really gain insights into information the data that you work with in your job Using Excel for this kind of stuff is what Excel Data Analysis For Dummies is all about This is a book that assumes that you want to use Excel to learn new stuff discover new secrets and gain new insights into the information you re already working with in Excel Ready to take Excel to the next level This plain English guide covers all of these



concepts and more to ensure that you're using Excel to its fullest capacity

**Harnessing information in lists**

**Querying external databases and Web pages**

**tables**

**Cleaning data with text functions**

**Building and working with PivotTables**

**Customizing PivotCharts**

**Using the statistics functions**

**Understanding Optimization Modeling**

If all this talk of statistics and advanced tools makes you light headed don't worry Excel Data Analysis For Dummies distills the most important fundamentals into everyday language You'll find just enough information to help you get your work done without leaving you gasping for air in a sea of technobabble It'd be a real shame if you didn't at least know what bells and whistles Excel has to offer and the basic steps that you need to use them

[Crystal Xcelsius For Dummies](#) Michael Alexander, 2006-04-24 As the fastest growing dashboarding solution on the market Xcelsius is an intuitive stand alone Windows application that enables Excel users to transform the contents of an ordinary Excel spreadsheet into an engaging interactive Flash based dashboard Offers step by step instruction on the wide array of functionality that Xcelsius has to offer so that readers can complete mini dashboards of increasing complexity with each chapter Addresses how to prepare Excel spreadsheets for use with Xcelsius dashboards and then use basic components of Xcelsius charts buttons labels Shows ways to add advanced functionality to dashboards gauges sliders maps and create interactive business calculators with Xcelsius Discusses integrating Xcelsius reports into PowerPoint slides Web pages and e mail

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[Excel Data Analysis For Dummies](#) Stephen L. Nelson, E. C. Nelson, 2015-11-30 Want to take the guesswork out of analyzing data Let Excel do all the work for you Data collection management and analysis is the key to making effective business decisions and if you are like most people you probably don't take full advantage of Excel's data analysis tools With Excel Data Analysis For Dummies 3rd Edition you'll learn how to leverage Microsoft Excel to take your data analysis to new heights by uncovering what is behind all of those mind numbing numbers The beauty of Excel lies in its functionality as a powerful data analysis tool This easy to read guide will show you how to use Excel in conjunction with external databases how to fully leverage PivotTables and PivotCharts tips

and tricks for using Excel's statistical and financial functions how to visually present your data so it makes sense and information about the fancier more advanced tools for those who have mastered the basics Once you're up to speed you can stop worrying about how to make use of all that data you have on your hands and get down to the business of discovering meaningful actionable insights for your business or organization Excel is the most popular business intelligence tool in the world and the newest update Microsoft Excel 2016 features even more powerful features for data analysis and visualization Users can slice and dice their data and create visual presentations that turn otherwise indecipherable reports into easy to digest presentations that can quickly and effectively illustrate the key insights you are seeking Fully updated to cover the latest updates and features of Excel 2016 Learn useful details about statistics analysis and visual presentations for your data Features coverage of database and statistics functions descriptive statistics inferential statistics and optimization modeling with Solver Helps anyone who needs insight into how to get things done with data that is unwieldy and difficult to understand With Excel Data Analysis For Dummies 3rd Edition you'll soon be quickly and easily performing key analyses that can drive organizational decisions and create competitive advantages

**Excel for Beginners** Greg Shields, 2020-01-05

Microsoft Excel is one of the most commonly used programs across all industry and geopolitical lines Despite this fact many business people even those who interact with Excel regularly don't understand the essentials that can really further their career

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