

How to refresh data in a pivot table.xlsx - Microsoft Excel

FileHomeInsertPage LayoutFormulasDataReviewViewOptionsDesign

CutCopyFormat Painter

Clipboard

Calibri12

B*I*U

Font

Align Center

Align Right

Justify

Alignment

Wrap Text

Merge & Center

Number

Accounting

\$ % ,

Number

Conditional Formatting

Format as Table

Cell Styles

Styles

Insert

Delete

Format

Cells

Σ AutoSum

Fill

Clear

Editing

Sort & Filter

Find & Select

F8

f_x

6440.75

	A	B	C	D	E	F	G	H	I	J	K	L	M
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23													

Copy

Format Cells...

Number Format...

Refresh

Sort

Remove "Sum of Total Sales"

Summarize Values By

Show Values As

Show Details

Value Field Settings...

PivotTable Options...

Hide Field List

Refresh

PivotTable Field List

Choose fields to add to report:

☒ Date

☐ Customer

☒ City

☐ State

☒ Region

☐ Product

☐ Category

☐ Quantity

☒ Total Sales

Drag fields between areas below:

Report Filter

Column Labels

Row Labels

Σ Values

Region

City

Date

Sum of Total ...

Pivot table

Data

Ready

100%

EXCELJET