

6 INSTANT-INSIGHTS PIVOTTABLE CUSTOMIZATIONS



PivotTable Tricks Video & Practice File: bit.ly/pt-instant-insights



3/30/2025 - 4/3/2025

Grand Total

0



1,100

950

2,050

5 Modify PivotTable Layout: Get more insights at a glance

	Defaul	t PivotTable	Product 🔽	Sales \$
		_ayout	J ≡ Laptop	3,850
			Acer	1,200
			Apple	1,250
		i i	HP	1,400
		i	■Phone	1,870
Product	Brand	Salas	Apple	650
Lenten	Acor	1 200	Samsung	600
Laptop	Acer	1,200	Xiaomi	620
Laptop	Apple	1,250	Grand Total	5 720
Laptop	HP	1,400	Grand Total	5,720
Phone	Apple	650		
Phone	Samsung	600		
Phone	Xiaomi	620		

	Product -	Brand	Salas \$
Tabular PivotTable	Floudet	branu 🗸	Sales a
Lavout	Laptop	Acer	1,200
	Laptop	Apple	1,250
	Laptop	HP	1,400
	Phone	Apple	650
Get 11 more PivotTable	Phone	Samsung	600
tips like this here:	Phone	Xiaomi	620
https://bit.ly/pt-tabular	Grand Tota	ι	5,720

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Limitation:

- 1. Add Product & Brand to Rows
- 2. Add Sales to values area
- 3. Design tab > Report Layout > Show in Tabular Form
- Design tab > Subtotals > Do Not Show Subtotals
- 5. Design tab > Report Layout > Repeat All Item Labels

Benefits:

- Get Excel Table layout with PivotTable functionality
- Prevents constant expansion/collapse to drill down into the data
- 3. Useful when you need to look at more than two fields



Step-by-step

Mynda Treacy in Follow me for tips and tutorials

US

Grand Total

1,200

3,800

TEACHING YOU CAREER TRANSFORMING SKILLS