Chapter 5

Across

5. A process of joining related rows or columns of related data into a single entity so that groups can be collapsed or expanded.

6. Defines how many columns are displayed in the selected slicer and the height and width of each button inside the slicer.

8. A small window that starts with the first date and ends with the last date in the data source. It contains horizontal tiles that you can click to filter data by day, month, quarter, or year.

11. Add chart elements (such as a chart title and data labels) and apply a layout to the PivotChart.

14. Sets the height and width of the slicer window.

15. A user-defined field that performs a calculation based on other fields in a PivotTable.

17. An interactive table that uses calculations to consolidate and summarize data from a data source to enable a person to analyze the data in a dataset without altering the actual data.

20. A hierarchical structure of data that you can group related data to summarize.

21. The process of analyzing large volumes of data to identify trends and patterns in the data.
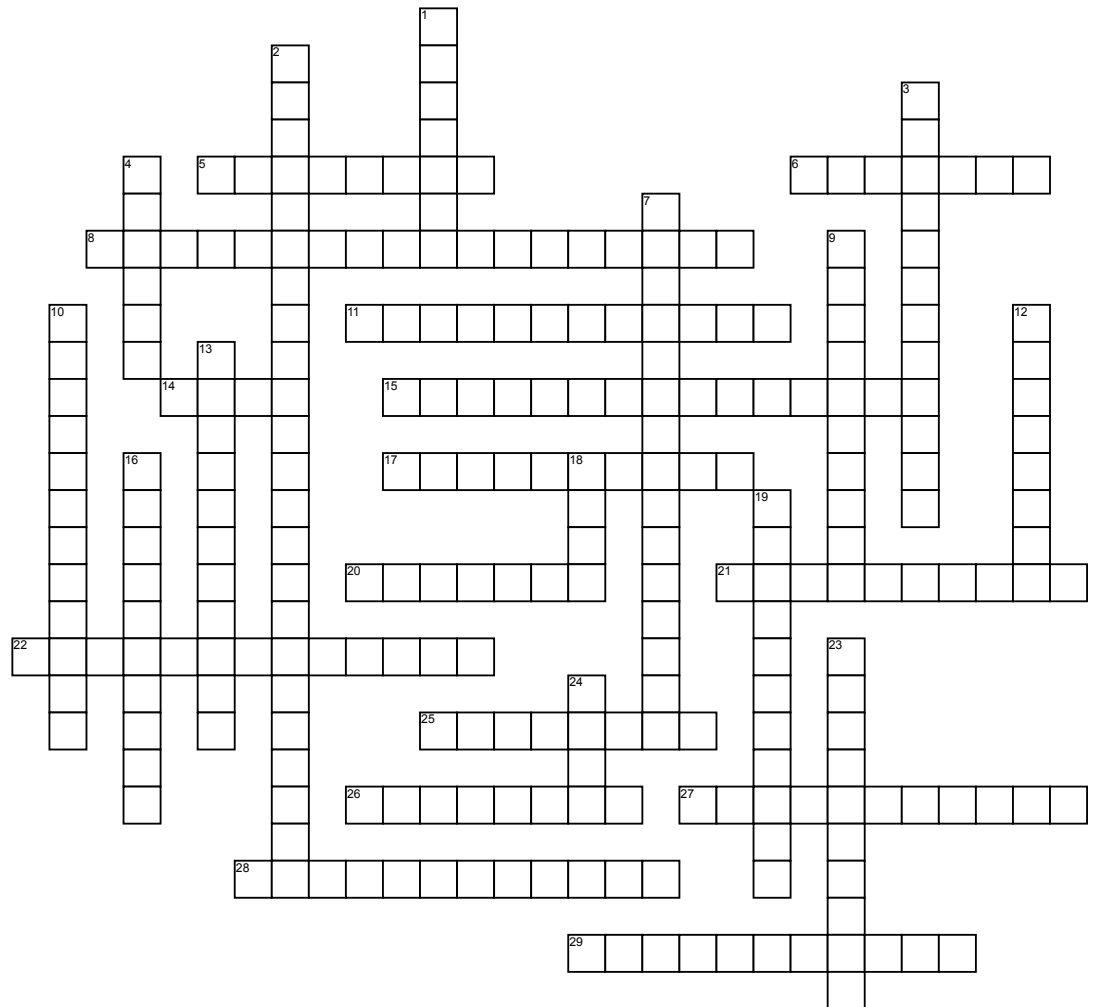
22. The text or field name that appears as a header or title at the top of a slicer to identify the data in that field.

25. A section within the PivotTable Fields task pane used to group data into categories in the first column based on selected field(s) in a PivotTable

26. a summary calculation of values for a category

27. A section within the PivotTable Fields task pane used to display summarized data in vertical columns for the selected field(s) in a PivotTable.

28. An association created between two tables where both tables contain a common field of data.

29. A row that contains one or more aggregate calculations for each category within a dataset

Down

1. Specifies the slicer's placement in relation to other groups, such as placing a slicer on top of other slicers.

2. A window that displays the fields in a dataset and enables a user to specify what fields are used to create a layout to organize the data in columns, rows, values, and filters in a PivotTable.

3. A function that returns a summary value from a PivotTable.

4. A window listing all unique items in a field so that the user can click a button to filter data by that item or value.

7. A set of formatting that controls bold, font colors, shading colors, and border lines within a PivotTable.

9. A section within the PivotTable Fields task pane used to place a field to display summary statistics, such as totals or averages.

10. Applies a style to the slicer by specifying the color of the filtered item.

12. Move the chart to a different sheet in the workbook.

13. A section within the PivotTable Fields task pane used to place a field so that the user can then filter the data by that field.

16. A graphical representation of aggregated data derived from a PivotTable

18. Change the chart type, such as changing a column chart to a bar chart.

19. Apply a different chart style to the PivotChart and then customize the chart by changing the color scheme.

23. A collection of related tables that contain structured data used to create a database

24. Switch how rows and columns of data are represented in the PivotChart and change the data source used to create the chart.