No.	Topics Video 3:
1	Why use Pivot as compared to other tools: For adding, counting and % calculations, PT are faster & easier to create than other tools.
2	Must have a proper Table in order to use a PivotTable.
3	Alt, N, V, T is keyboard to make PT from a table in the worksheet.
4	When you create a PivotTable the data is loaded into a behind the scenes PivotTable Cache. This cache remembers grouping.
5	Drag and drop fields from Field List to Rows, Columns, Values, or Filter area.
6	Change Default Layout to Tabular: File, Options, Data tab, "Edit Default Layout".
7	Rows area = 1) Unique list of items from column, 2) condition is used in each calculation in the row.
8	Columns area = 1) Unique list of items from column, 2) condition is used in each calculation in the column.
9	Filter (Slicer) area = condition used in all calculations in the PT. If you want to attach a slicer to more than one PivotTable, right click Slicer and click on Report Connections.
10	Values area = Drag field here to make calculation. Number fields default to Sum. Text fields default to Count. Right-click in PT to change the calculation with Summarize Values By or Show Values As.
11	A PivotTable is called a PivotTable because you can Pivot a report by dragging a row field to a column field.
12	Number Formatting can be applied to field, rather than cells.
13	Summarize Values By offers 11 aggregate functions.

Summarize Values By: 11 Functions available in a PivotTable		
What you see in Value Field Settings dialog box	**Function**	**What it does**
Average	AVERAGE	Calculates arithmetic mean
Count Numbers	COUNT	Counts numbers
Count	COUNTA	Counts non empty cells
Max	MAX	Finds largest value
Min	MIN	Finds smallest value
Product	PRODUCT	Multiplies
Stdev	STDEV	Standard Deviation for a sample
Stdevp	STDEVP	Standard Deviation for a population
Sum	SUM	Adds
Var	VAR	Variation for a sample
Varp	VARP	Variation for a population

No.	Topics Video 3:
14	Show Values As offers 14 secondary calculations based on the aggregate calculation.

Show Values As: 14 Calculations available in a Standard PivotTable	
Calculation option	**What is does**
% of Grand Total	Each number in report (numerator) is compared to the Grand Total amount (denominator). Displayed with percent number formatting.
% of Column Total	Each number in column (numerator) is compared to the column Total (denominator). Displayed with percent number formatting.
% of Row Total	Each number in row (numerator) is compared to the row Total (denominator). Displayed with percent number formatting.
% Of	Each item in a field is the numerator (Base Field) and is compared to an item from the field's unique list that you specify as denominator (Base Item). Displayed with percent number formatting.
% of Parent Row Total	Use when you are using more than one field in Rows area of PivotTable. Calculates values as follows: (value for the item) / (value for the parent item in Rows area). Displayed with percent number formatting.
% of Parent Column Total	Use when you are using more than one field in Columns area of PivotTable. Calculates values as follows: (value for the item) / (value for the parent item in Columns area). Displayed with percent number formatting.
% of Parent Total	Use when you are using more than one field in Rows area of PivotTable. Calculates values as follows: (value for the item) / (value for the parent item of the selected Base Field). Displayed with percent number formatting.
Difference From	The Base Field (end amount) is subtracted from the Base Item (start amount) to calculate the amount of change. A decrease is shown as a negative number and an increase is shown as a positive number.
% Difference From	The Base Field (end amount) is compared to the Base Item (start amount) to calculate the percent of change. The result is displayed with percent number formatting. A decrease is shown as a negative and an increase is shown as a positive.
Running Total in	Calculates a running total (sum or count) based on the Base Field selected.
% Running Total in	Calculates the percent running total (sum or count) based on the Base Field selected.
Rank Smallest to Largest	Displays the rank of selected values in a specific field, listing the smallest item in the field as 1, and each larger value with a higher rank value.
Rank Largest to Smallest	Displays the rank of selected values in a specific field, listing the largest item in the field as 1, and each smaller value with a higher rank value.
Index	Calculates values as follows: ((value in cell) x (Grand Total of Grand Totals)) / ((Grand Row Total) x (Grand Column Total)).

No.	Topics Video 3:
15	Calculated Field allows you to make calculations on aggregates amounts. PivotTable Analyze group, Calculation group, dropdown, Calculate Field.
16	To Sort by Values, use sort options from row area filter dropdown.
17	To Name a PivotTable, Right-click, PivotTable Options.
18	When you copy and paste a PivotTable it remembers the source data, even if you paste it into a different workbook.
19	If you double-click a cell in a PivotTable, it extract the first 1,000 full records associated with that calculation cell.
20	Must Refresh PT when source data changes.
21	You can build your own PivotTable Styles: Design Ribbon tab, PivotTable Styles group, click the More button, then click New PivotTable Style.
22	Group By feature:
23	1) Group By works on columns with consistent data. A number field with a single empty cell cannot be grouped.
24	2) If you group a column with integer values, unambiguous row category labels are created like, 7-9, 10-12, and so on.
25	3) If you group a column with decimal values, ambiguous row category labels are created like, 10-20, 20-30, and so on. For these categories, the lower limit IS included in the category, but the upper limit is NOT included in the category. Example: the value 20 is counted in the 20-30 category, it is NOT counted in the category 10-20.
26	4) If you group into categories such as 7-9, 10-12 and so on for a specified column, when you use the specified column in another PivotTable, the column remains grouped. To create a new PivotTable cached to avoid the grouping, use the keyboard Alt, D, P to get to the old three step- PivotTable wizard.
27	5) To create a new PivotTable Cache, use the legacy 3-step PivotTable wizard. The keyboard is: Alt, D, P.
28	6) Create Year/Month Sales Report with: % of Column, % of Parent Total, Difference, % Difference, Running Total, % Running Total.
29	Survey Data.
30	Cross Tab Report & PivotTable Visual.
31	Joint Probability Table.
32	SQL 7 Million Rows in PivotTable Cache.
33	Append tables into Pivot Cache.
34	Show Report Filter: PivotTableTools Analyze Ribbon Tab, PivotTable group, Options, "Show Report Filter Pages".