Example of a formatted table

Item	Sum for Q1	Sum for Q2	Sum for Q3
Australian lamb	⬆ $2,667.60	⬆ $4,013.10	⬆ $4,836.00
Pacific crabs	⬇ $1,768.41	⬇ $1,978.00	⬆ $4,412.32
Camembert	⬆ $3,182.40	⬆ $4,683.50	⬆ $9,579.50
Brazilian coffee	⬇ $1,398.40	⬆ $4,496.50	⬇ $1,196.00
Loisiana sauce	⬇ $1,347.36	⬆ $2,750.69	⬇ $1,375.62
Marinated pepper	⬇ $1,509.60	⬇ $530.40	⬇ $68.00
Mozzarella	⬇ $1,390.00	⬆ $4,488.20	⬆ $3,027.60
Lavash	⬇ $1,462.00	⬇ $644.00	⬇ $1,733.00
Scotch whisky	⬇ $1,310.40	⬇ $1,368.00	⬇ $1,323.00
Cherry jam	⬆ $3,202.87	⬇ $263.40	⬇ $842.88
Total	**$ 19,239.04**	**$ 25,215.79**	**$ 28,393.92**

Example of an autoshape (B15:E19) and a vertical text	⬆ Above is an example of the conditional formatting: for values less than 20 000, the cell acquires 🔴 red color; for values higher than 28 000 - 🟢 green; if values are in this range, cells are colored in 🟡 yellow.

Example of an equation	Current date
	04/05/23

Example of a formatted table

Item	Sum for Q1	Sum for Q2	Sum for Q3
Australian lamb	⬆ $2,667.60	⬆ $4,013.10	⬆ $4,836.00
Pacific crabs	⬇ $1,768.41	⬇ $1,978.00	⬆ $4,412.32
Camembert	⬆ $3,182.40	⬆ $4,683.50	⬆ $9,579.50
Brazilian coffee	⬇ $1,398.40	⬆ $4,496.50	⬇ $1,196.00
Loisiana sauce	⬇ $1,347.36	⬆ $2,750.69	⬇ $1,375.62
Marinated pepper	⬇ $1,509.60	⬇ $530.40	⬇ $68.00
Mozzarella	⬇ $1,390.00	⬆ $4,488.20	⬆ $3,027.60
Lavash	⬇ $1,462.00	⬇ $644.00	⬇ $1,733.00
Scotch whisky	⬇ $1,310.40	⬇ $1,368.00	⬇ $1,323.00
Cherry jam	⬆ $3,202.87	⬇ $263.40	⬇ $842.88
Total	**$ 19,239.04**	**$ 25,215.79**	**$ 28,393.92**

Example of an autoshape (B15:E19) and a vertical text	⬆ Above is an example of the conditional formatting: for values less than 20 000, the cell acquires 🔴 red color; for values higher than 28 000 - 🟢 green; if values are in this range, cells are colored in 🟡 yellow.

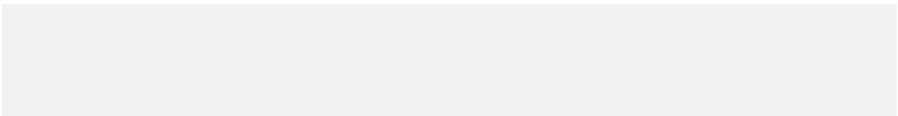| Example of an equation	Current date
	04/05/23

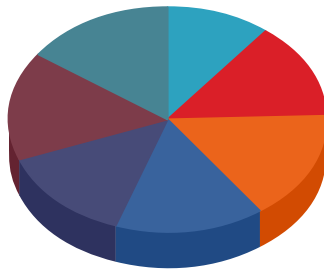**Slicer. Selecting a value hides rows in the Formatted Table**

Dot-and-dash border

Cells, adjacent with
the merged cell

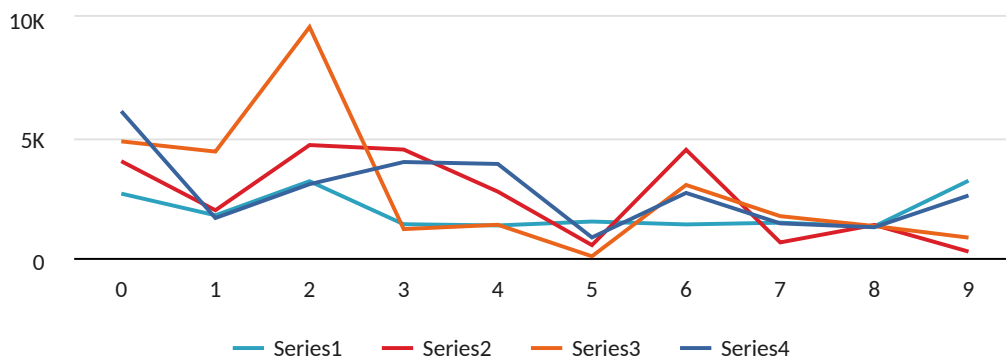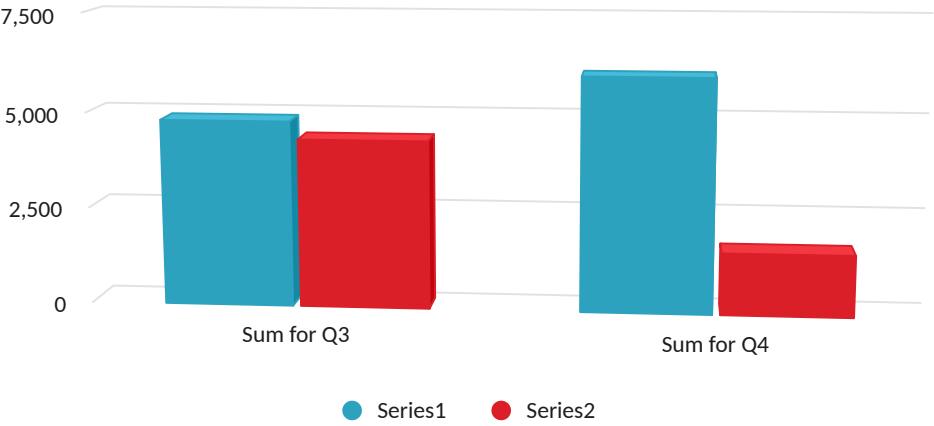# EXAMPLE OF 3D PIE CHART

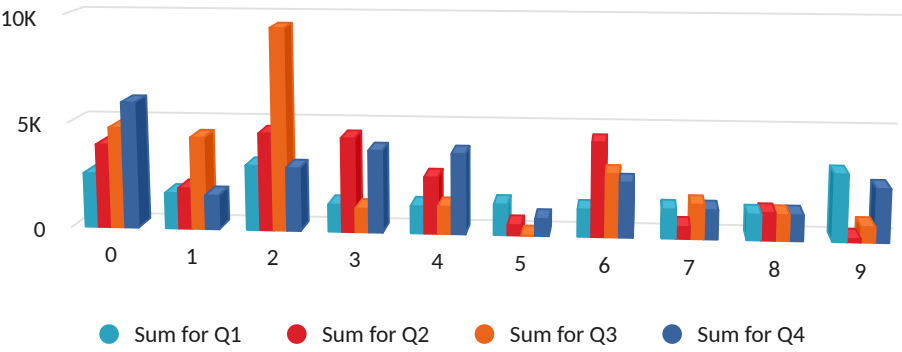● Series1　　● Series2　　● Series3　　● Series4　　● Series5　　● Series6　　● Series7

EXAMPLE OF 3D LINE CHART

—— Series1　　—— Series2　　—— Series3　　—— Series4

EXAMPLE OF 3D PYRAMID CHART

7,500

5,000

2,500

0

Sum for Q3   Sum for Q4

● Series1   ● Series2

EXAMPLE OF SURFACE CHART

10K

5K

0

0   1   2   3   4   5   6   7   8   9

● Sum for Q1   ● Sum for Q2   ● Sum for Q3   ● Sum for Q4

Example of horizontal panes freezing (Row 1)		
		Pivot table example
	Values	
Item	SUM of Sum for Q1	SUM of Sum for Q2
Australian lamb	$2,667.60	$4,013.10
Brazilian coffee	$1,398.40	$4,496.50
Camembert	$3,182.40	$4,683.50
Cherry jam	$3,202.87	$263.40
Lavash	$1,462.00	$644.00
Loisiana sauce	$1,347.36	$2,750.69
Marinated pepper	$1,509.60	$530.40
Mozzarella	$1,390.00	$4,488.20
Pacific crabs	$1,768.41	$1,978.00
Scotch whisky	$1,310.40	$1,368.00
Grand Total	$19,239.04	$25,215.79

Example of vertical panes freezing (Column A)

Example of vertical panes freezing (Column A)	SUM of Sum for Q3	SUM of Sum for Q4	
		$4,836.00	$6,087.90
	$1,196.00	$3,979.00
	$9,579.50	$3,060.00
	$842.88	$2,590.10
	$1,733.00	$1,434.00
	$1,375.62	$3,899.51
	$68.00	$850.00
	$3,027.60	$2,697.00
	$4,412.32	$1,656.00
	$1,323.00	$1,273.50
	$28,393.92	$27,527.01

10K

7.5K

5K

2.5K

0

Australian la...   Brazilian
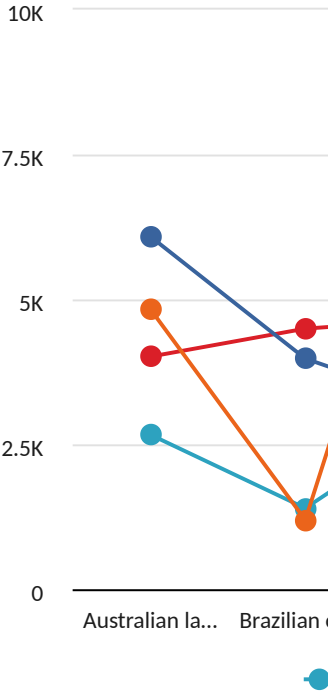
Example of vertical panes freezing (Column A)

Example of vertical panes freezing (Column A)

Whisky

Data input 1

January	February	March	April	May
$ 100.00	$ 150.00	$ 200.00	$ 250.00	$ 300.00
1%	2%	3%	4%	5%

CHOOSECOLS Formula example

January	April	July
$ 100.00	$ 250.00	$ 400.00
1%	4%	7%

Data input 2

January	$ 100.00	1%
February	$ 150.00	2%
March	$ 200.00	3%

Data input 3

April
May
June
July
August

DROP and VSTACK Formulas examples

September	$ 550.00	9%
October	$ 550.00	10%
November	$ 600.00	11%
December	$ 650.00	12%

Data input 5

Jack	Aaron	Tommy	Michael
Melvin	Bryce	Pamela	Jim
Helen	Ruby	Michelle	Drew

TOCOL Formula example

Jack
Aaron

WRAPCOLS Formula example

Jack	Bryce
Aaron	Pamela

	June	July	August	September	October	November	December
	$ 350.00	$ 400.00	$ 500.00	$ 550.00	$ 550.00	$ 600.00	$ 650.00
	6%	7%	8%	9%	10%	11%	12%

TAKE and HSTACK Formulas examples

	February	March	April	June	July
	$ 150.00	$ 200.00	$ 250.00	$ 350.00	$ 400.00
	2%	3%	4%	6%	7%

$ 250.00	4%
$ 300.00	5%
$ 350.00	6%
$ 400.00	7%
$ 500.00	8%

Data input 4

September	$ 550.00	9%
October	$ 550.00	10%
November	$ 600.00	11%
December	$ 650.00	12%

Michelle	
Drew	

WRAPROWS Formula example

Jack	Aaron
Tommy	Michael

Data input 6

If you want to live a happy life, tie it to a goal, not to people

TEXTAFTER and TEXTBEFORE Formula examples

 not to people or things. (Albert Einstein)

If you want to live a happy life, tie it to a goal

TEXTSPLIT Formula example

If you want to live a happy life

 tie it to a goal

 not to people or things. (Albert Einstein)

#N/A!	#N/A!
#N/A!	#N/A!
#N/A!	#N/A!

Tommy	
Michael	
Melvin	
Bryce	
Pamela	
Jim	
Helen	
Ruby	
Michelle	
Drew	

Tommy	Jim
Michael	Helen
Melvin	Ruby

TOROW Formula example				
Jack	Aaron	Tommy	Michael	Melvin

-
-
-

Melvin	Bryce
Pamela	Jim
Helen	Ruby
Michelle	Drew

=TOCOL(A19:D21)

| Bryce | Pamela | Jim | Helen | Ruby | Michelle | Drew |

Raster Image Examples

objects

.svg

.wmf

.emf