

# N: Excel to New Heights: Pivot tables

## Excel webinar invitation!

We are excited to offer you an interactive micro-learning webinar that provides knowledge on creating and using pivot tables. Consider the following for attending:

- Have you ever wondered how to use the pivot table tool in Excel to reorganize and summarize data?
- Would you like to know the steps to create a pivot table?
- Would you like to learn about how to clean up your data for pivot tables?

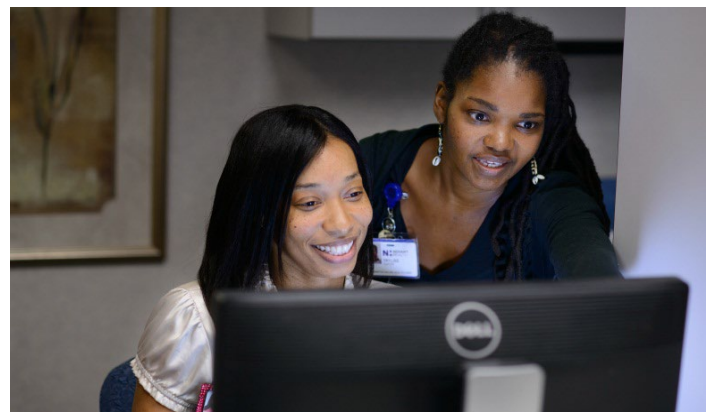
## Who should attend?

All team members interested in expanding their ability to use Excel are welcome!

## Webinar date and time

Thursday, June 17, 10 to 11 a.m.

Register through I-Learn by browsing for: CET4212  
Excel to New Heights: Pivot Tables.



## Objectives

The information shared in this course will help you use Excel to:

- Explain how to use the pivot table tool to reorganize and summarize selected columns and rows of data
- Describe the steps for creating a pivot table
- Discuss how data should appear to have successful pivot tables

## Webinar access instructions

Access instructions will be provided via email by your instructor prior to the session.