

## 40) Scenario

\* Select the cell with the formula of the Result →  
Data → What If analysis → Scenario Manager →  
(Add, Edit, Delete) Scenario

Add Scenario → write the Scenario Name → Select the  
changing cells (Ctrl+Click cells to select non-adjacent  
changing cells) → OK

\* Scenario Values dialog box: - You should enter the  
values for each of the changing cells

\* To view a summary of your scenarios → click (summary)  
in the scenario Manager dialog box → Select the  
result cells which has the formula → OK

↳ Your summary will be reported on a new worksheet  
called (Scenario summary)

\* Note: Current values column represent's values of changing  
cells at time Scenario Summary Report was created.

\* Note: Changing cells for each scenario are highlighted in gray

## Pivot table

(Filtering + Calculations)

\* Assign the (Operation, Operation field, other fields mentioned  
in the question) → click anywhere in the table →

Insert → Pivot table → choose the data you want to analyze  
and choose where you want the Pivot Table report to  
be placed (New worksheet or Existing worksheet)

\* To build a report, choose fields from the Pivot Table field List →  
Drag fields as follows & Values area must contain the (field of operation)  
(other fields) are dragged between areas (Column Labels & Row Labels)