

**Three Dimensional PivotTable** (Worksheet: PayrollData.xlsx)

To get more detailed or micro level insights of data, you can create three dimensional PivotTable. A three dimensional PivotTable allows you to use **two fields** (variables) in Row or Columns Labels and one more field in Row or Column Labels. Categorical or numerical data are used for summary statistics.

An illustration makes things easier to understand. Let's say you have payroll data which contains Sex, OrgUnit, City, JobTitle, EmploymentStatus and TotalPay. You are interested to know, City wise details of employees according to their Sex and EmploymentStatus. Here you can use three dimensional PivotTable.

To create a PivotTable, click **Insert** tab and then click **PivotTable** button. **Create PivotTable** dialogue box appears on the screen. Make sure that the data is correctly selected and click **OK**, a skeleton PivotTable appears on screen.

Drag **Sex** to Row Labels, drag **EmploymentStatus** to **Row Labels** then drag **City** to **Column Labels**. Finally, as you need count of the employees, once again drag **EmploymentStatus** to **Values**. The Pivot Table is now automatically filled in with the data.