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Nota di contenuto	Cover; Series; Titlepage; Copyright; Dedication; Preface; Acknowledgments; Introduction; CHAPTER 1 Management Accounting and Excel; Assumptions; The Goal of Reporting; Why Use Excel?; The Goal of This Book; Monthly Management Reports; Macro Policy; CHAPTER 2 Building Reporting Models; Needs Analysis; Scope Definition; Design; Construction; Testing; Operation; Maintenance; Time, Effort, and Cost; Practical Considerations; CHAPTER 3 Building Tips; Display Tips; Keyboard Shortcuts; Mouse Shortcuts; Keyboard and Mouse Shortcuts; General Tips; CHAPTER 4 Design and Structure Structure = FlexibilityModular Sheet Design; Standardised Report Layout; Table-Based Systems; Spreadsheet Best Practices; CHAPTER 5 Setting the Foundation; Terminology; Data Rules; Data Structures; Format as Table; Data Cleansing Techniques; External Data; CHAPTER 6 Pivot Tables (Do-It-Yourself Reporting); The Pros and Cons of a Pivot Table; Creating a Pivot Table; PowerPivot; CHAPTER 7 Tools of the Trade: Summing Functions; Range Names; Using Cells and Ranges in Formulas; The Humble SUM Function; Advanced SUM and 3D Formulas; Subtotaling; The SUBTOTAL Function; The AGGREGATE Function Function WizardConditional Summing; The SUMIF Function; Sumif Uses;

Helper Cells; The SUMIFS Function; The SUMPRODUCT Function; CHAPTER 8 Accessories: Other Reporting Functions and Features; Helper Cells; Logic Functions; The IF Function; The AND and OR Functions; Lookup Functions; The VLOOKUP Function; The HLOOKUP Function; An Alternative to VLOOKUP; The INDEX and MATCH Functions; The MATCH Function; The INDEX Function; The INDEX-MATCH Combination; Error Handling Functions; The IFERROR Function; Handling Specific Errors; Text-Based Functions; The TEXT Function; LEFT and RIGHT Functions

The MID FunctionFlexible Text Manipulations; The SEARCH Function; The LEN Function; Flexible Splitting; The SUBSTITUTE Function; Converting Text to Numbers; Date Functions; The DATE Function; Other Useful Functions; Array Formulas; CHAPTER 9 Range Names; Advantages; Disadvantages; Creating a Range Name; Using Range Names; Name Manager; Naming a Range; Creating Names Automatically; Name Intersections; Dynamic Range Names; Using Structure in Range Names; INDIRECT and Range Names; Listing Range Names; CHAPTER 10 Maintenance Issues; Maintenance Instructions; The Advantages of Using Tables

Common IssuesRolling the Year; Working with Days; Simplifying the Interface by Using Controls; CHAPTER 11 Choosing the Right Format; Colour Blindness; Format Painter; Less Is More; Fonts; Clear and Start Again; The Format Cells Dialog Box; Styles; Conditional Formatting; Printing Issues; CHAPTER 12 Picture Perfect: Charting Techniques; Chart versus Graph; Chart Basics; Charts for Reports; Automating Charts; Mixing Chart Types; Dual-Axis Charts; Handling Missing Data; Labeling Highs and Lows; Trendlines and Moving Averages; Plotting the Variance; Dashboard Techniques; Text in a Chart

The Data Series Formula

Sommario/riassunto

"The advanced tools accountants need to build automated, reliable, and scalable reports using ExcelLearn about the functions that work together to automate many of the processes involved in Management Reporting. See how to take advantage of the many new features of Excel 2007 and 2010. Find out how to build validation structures into your spreadsheet reports. Discover how to identify missing or new codes, either in the creation process or in the day-to-day running of the reports. Do it all with Advanced Excel Reporting for Management Accountants. Explore the structures that simplify the report creation process and make the reports more maintainable Learn techniques to "cleanse" data so that it is ready for use in Pivot Tables and formula-based reports Find out the tips and tricks that can make the creation process quicker and easier Discover all you need to know about Excel's summing functions and how versatile they can be Written in a hands-on style that works towards the completion of two reporting case studies, Advanced Excel Reporting for Management Accountants explains and demonstrates techniques so that Management Accountants can learn how to automate many aspects of the reporting process"--
