Step by step instruction how to make pivot tables from multiple data sets

Suppose you have three data sets.
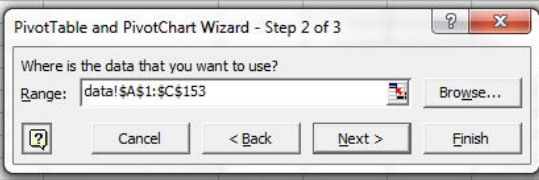
	A	B	C
	Student #	**Majors**	Taking Phy in High School
	C1	Physical therapy	yes
	C2	Biology	no
	C3	Others	yes
	C4	Biology	no
	C5	Biology	no
	C6	Biology	no
	C7	Biology	yes
	C8	Others	yes
	C9	Biology	no
	C10	Others	yes
	C11	Biology	yes
	C12	Chemistry	yes
	C13	Others	no
	C14	Physical therapy	yes

Click "Data" tab and select "PivotTable and PivotChart Report." (Note that this instruction is based on before Office 2007.) The following wizard will be popped up:
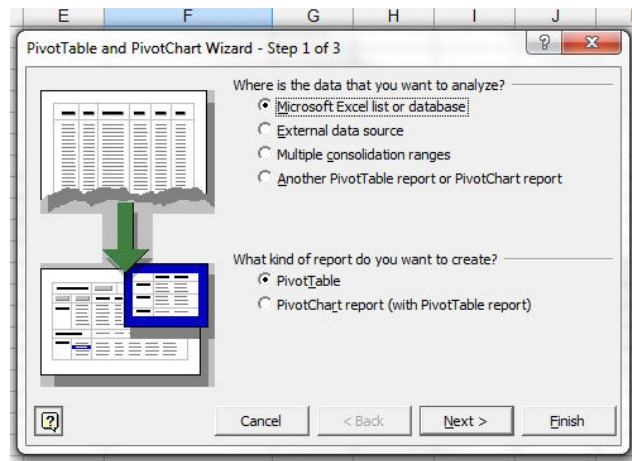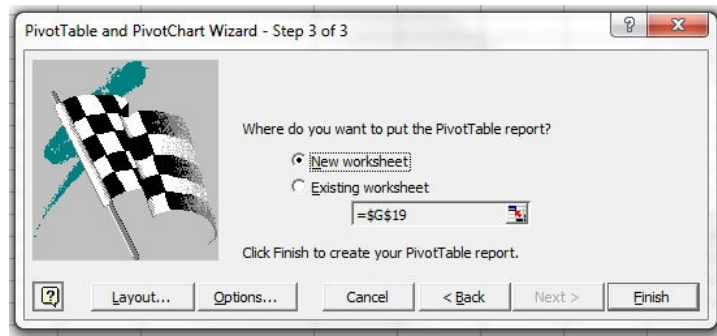

In most of cases, the above default selections can be chosen and click "Next >." For the next window, just select the data cells including the data titles as follows:
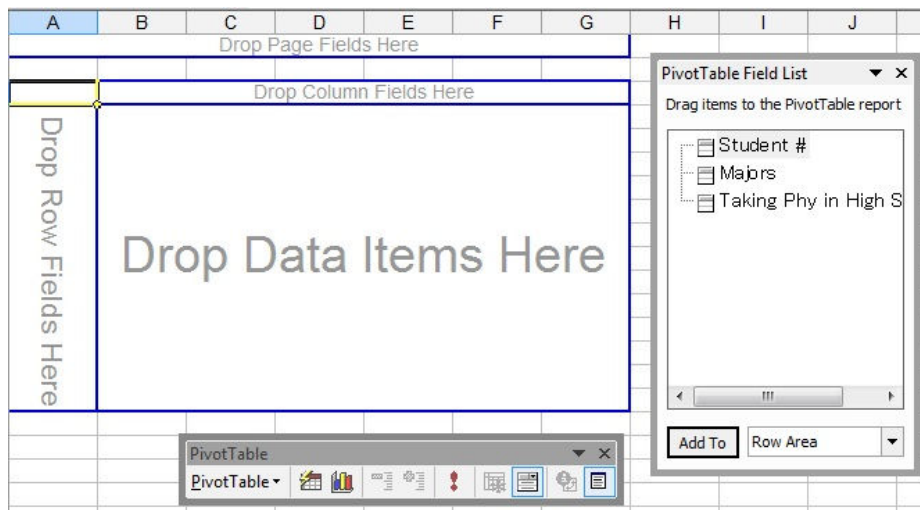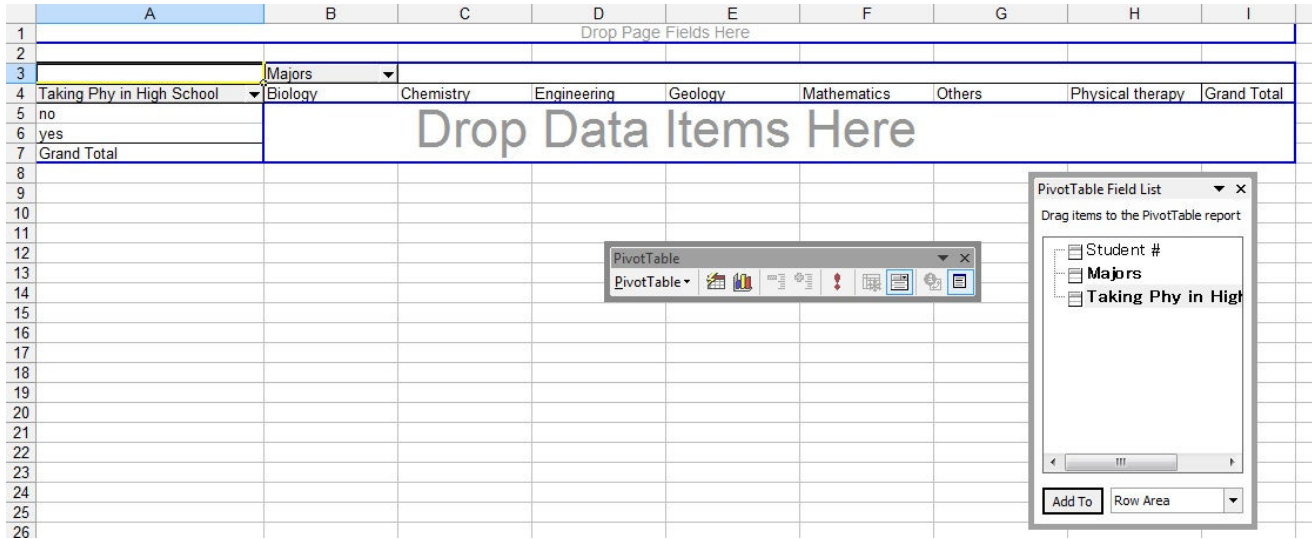
After clicking "Next", you will choose where the output will go. If you want to have the result in another worksheet, click "New Worksheet" as follows:

You find the following in another sheet:

Click and drag "Majors" in the Pivot Table Field List to the "Drop Column Fields Here." Likewise, "Taking Physics in High School" will be dragged onto "Drop Row Fields Here."

From these parameters, we want to know the number of students for each element of the matrix. Therefore, click and drag "Student #" onto "Drop Data Items Here."

Count of Student #	Majors							
Taking Phy in High School	Biology	Chemistry	Engineering	Geology	Mathematics	Others	Physical therapy	Grand Total
no	53	3	2	2		23	3	86
yes	24	8	2	6	1	21	4	66
Grand Total	77	11	4	8	1	44	7	152

The drop down menus can let you choose the items shown in the table. When you double click the title of Data Items – in this example, it is "Count of Student #" –, Pivot Table Field will be popped up.
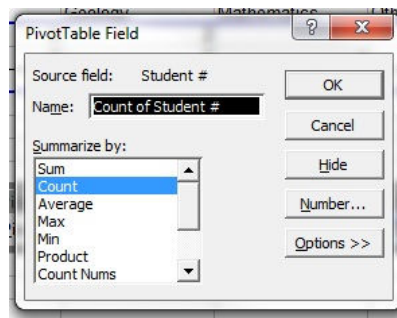
It can be selected as various values.

You can cancel each item with right click on the title and select "Hide."