

Over a quarter of the year in

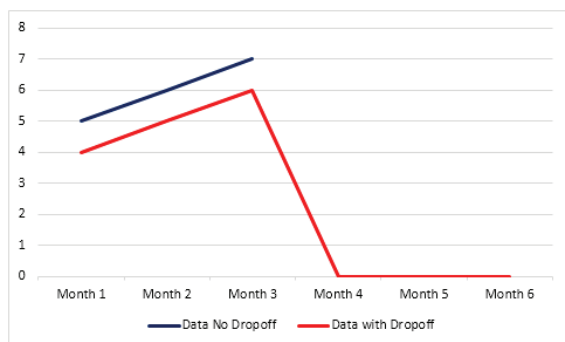
and SumProduct has already racked up a lot of air miles: we've already taken in trips round Australia, as well as Hong Kong, Los Angeles, Malaysia, Nigeria and Seattle. Let us know if you'd like us to add you to our forthcoming itinerary. Perhaps we should chart our travels. Talking of charts, this month's newsletter focuses on charting tips. Oh, and by the way, don't believe all you read...

Liam Bastick, Managing Director, SumProduct

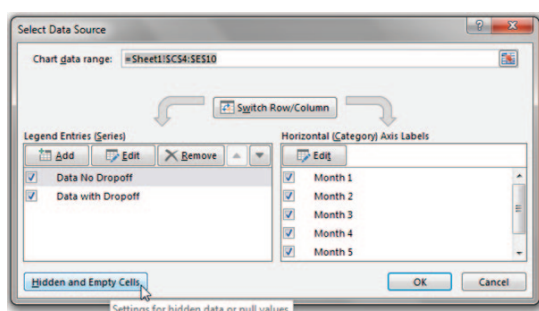


Chart Tips

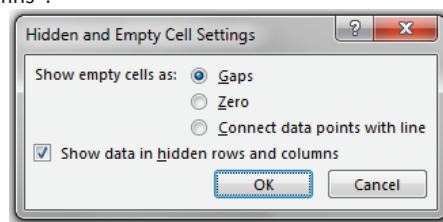
- With the demise of Excel's Chart Wizard post-Excel 2003, the fastest way to set up a chart in Excel is to highlight the data and press the F11 function key (see **Key Strokes**) and then make further changes using the 'Design' and 'Format' tabs from the Ribbon (and 'Layout' for Excel 2007 and 2010)
- To change the colours and font of all text in the chart, simply select the entire chart and then make your choices on the 'Home' tab of the Ribbon (do note though that all text will resize consistently)
- Include chart data in a Table (i.e. put chart data together first, then highlight the data and Insert Table (ALT + N + T)). Creating a chart from this Table will allow you to add or remove entries such that the dependent chart will automatically update
- For Excel 2003 and earlier versions, to stop charts "dropping off a cliff" for missing data type in #N/A – Excel won't plot these 'errors', viz.



- Sometimes you may wish to hide the chart data. With Excel's default settings, charts will appear blank if data is hidden. To counter this issue, right-click on the chart data points, select 'Select Data...' from the shortcut menu and then press the 'Hidden and Empty Cells' button



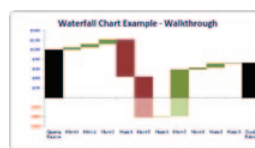
- Then, in the second dialog box, check "Show data in hidden rows and columns":



- If you need to copy charts, the easiest way is to put the chart data and the chart on the same separate worksheet and then copy the worksheet. Once enough copies are made, cut and paste the charts and chart data back to where you require them in the rest of the workbook and delete any surplus worksheets. This method avoids a few glitches otherwise prevalent in chart copying.

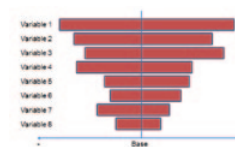
Advanced Charting Tips

This newsletter is intended to simply introduce some simple charting tricks. But these are the tips of the iceberg. For more advanced tips and charts, why not visit our website, e.g.



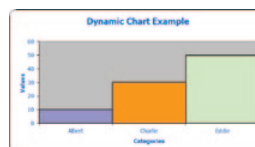
Waterfall charts

<http://www.sumproduct.com/thought/waterfall-charts>



Tornado charts

<http://www.sumproduct.com/thought/tornado-charts>



Dynamic charts

<http://www.sumproduct.com/thought/onset-of-onset>



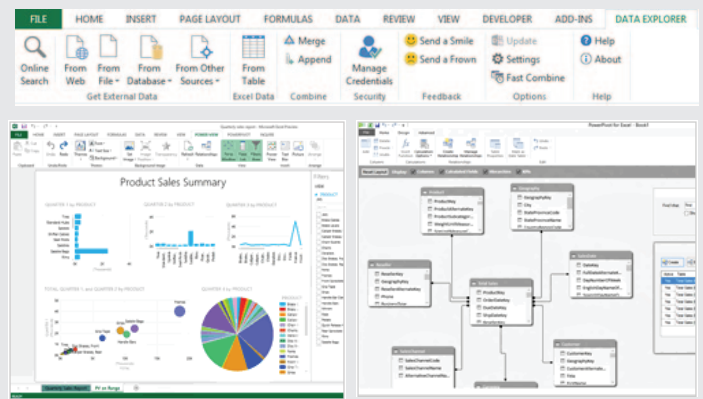
Hyperlinking to chart sheets

<http://www.sumproduct.com/thought/hyperlinking-chart-sheets>

New Microsoft Add-In: Data Explorer

There's a new add-in available from Microsoft for Excel 2010 and Excel 2013 users – although this is chiefly aimed at the latter market. Available as a "Preview", Microsoft's Data Explorer Preview for Excel extends the Self-Service Business Intelligence product developed for the newer versions of Excel.

This preview gives you an early look into upcoming features that should simplify access to public and corporate data (we particularly like the feature to download data readily from web sites). This new feature allows users to easily discover, combine and refine data for better analysis in Excel. Check it out at <http://www.microsoft.com/en-us/bi/Products/OfficePreview.aspx>.



MVP Summit

Due to Non-Disclosure Agreements being in place the Microsoft Most Valuable Professional (MVP) Summit may not be "summit we can talk about". Held in late February (too late to be reported in last month's newsletter), MVPs from all around the world descended upon Microsoft HQ in Redmond to share ideas and learn what may or may not be in the pipeline.

SumProduct was represented there through Liam Bastick, as the Excel MVPs showed a united – and **orange** – front as they protested over the current difficulties Microsoft licensing has created when trying to acquire PowerPivot 2013.

Mr. Excel himself, Bill Jelen, noted with dismay that PowerPivot tee-shirts were half price in the company store so personally shelled out for the following visual display:



Photo courtesy of Tom Urtis.

Back row, left to right: Liam Bastick; Rob Collie; Zack Barresse; Ingeborg Hawighorst; Chip Pearson; Eduardo Piniero; Ken Puls; Mike Girvin; Chris Smith; Kevin Jones; Bill Jelen.

Front row, left to right: Bill Manville; Jacob Hildebrand; Ron Coderre; Brad Yundt; Dan Battagin; Bob Umlas; Tom Urtis; Borianna Petrova; Roger Govier.

Hot off the press: Microsoft announce controversial "retirement" of LOOKUP functions

Coupled with the quiet introduction sans fanfare of Office 2013 back in late January, Microsoft's scheduled low-key Service Pack update for April 31 may upset some Excel users.

After much consultation, it has been decided that **LOOKUP**, **VLOOKUP** and **HLOOKUP** will no longer be recognised in any version of Excel.

It is recommended that all formulae are re-coded by this date so that Excel spreadsheets will continue to calculate correctly.



A Microsoft spokesperson stated that it was company policy to retire the unpopular functions that few used. Further, it is understood that focus groups conducted by marketers Foria Poll had endlessly petitioned the Redmond-based company to remove these pointless calculations so that key functions such as **FACTDOUBLE()** and **SQRTPI()** could operate optimally.

For further details on this controversial update, please email april.fool@microsoft.com.

Training update

In the last few months, we've been working hard on some new training courses which we will be launching later in the year in Europe and Asia. New 'standard' courses will include Introduction to Model Auditing, Introduction to Project Finance Modelling, Modelling Equity and Acquisition Accounting and IPO Modelling. Keep an eye out for further news later in the year; in the meantime, for more information, please email training@sumproduct.com.

Key Strokes

Each newsletter, we'd like to introduce you to useful keystrokes you may or may not be aware of. Whether shackled to the keyboard or juggling with the mouse, these can make your life easier. This month's selection look at shortcuts: that can assist chart construction:

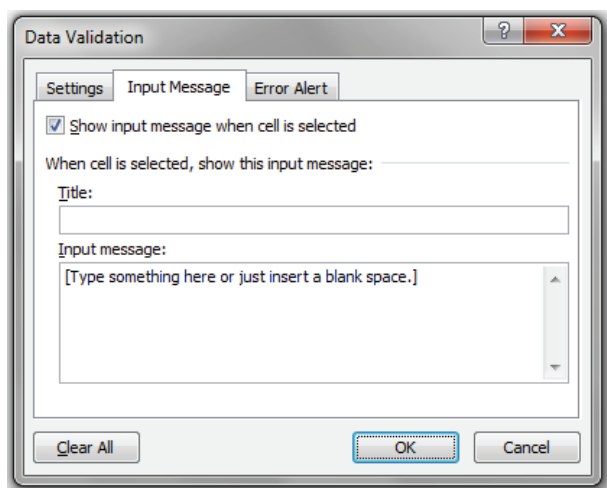
Keystroke	What it does
F11	Insert chart
CTRL + *	Select region
CTRL + Spacebar, SHIFT + Spacebar	Select column, Select row

There are over 540 keyboard shortcuts in Excel. For a comprehensive list, please download our Excel file at <http://www.sumproduct.com/thought/keyboard-shortcuts>.

Erratum: data validation and macros

Consider the following:

- Create new workbook and add data validation (ALT + D + L) in cell A1 (say) such as adding a blank Input Message



- Open the Visual Basic Editor (ALT + F11) and in a new module add a macro, e.g.

```
Sub Auto_Open()  
    Msg = "ERROR" & vbCrLf & "There be macros here!"  
    MsgBox Msg, vbCritical  
End Sub
```

- Close the Visual Basic Editor and save the file, ensuring the active cell selected is the cell containing the data validation
- Close Excel
- Reopen Excel and then open a new workbook (CTRL + N), Book1.xlsx
- Reopen the file previously created. The 'Enable Macros' prompt will typically not appear, although switching to Book 1 and back again may cause the prompt to appear

Conclusion: When using macros in an Excel workbook, be sure not to save the file with the active cell selected data validated.

Upcoming SumProduct training

Training is ramping up this year. Our upcoming courses include:

Perth:

M&A Modelling 8th – 11th April

Kuala Lumpur:

Advanced Financial Modelling & Forecasting 23rd – 25th April

Sydney:

Valuations Modelling 1st May;

M&A Modelling 2nd – 3rd May

Kuala Lumpur:

Financial Analysis & Valuation 8th – 9th May

Sydney:

Key Driver Analysis Modelling (CPA) 16th May;

Forecasting & Financial Modelling Techniques (CPA) 17th May

Melbourne:

Forecasting & Financial Modelling Techniques (CPA) 20th May;

Key Driver Analysis Modelling (CPA) 21st May;

Valuations Modelling 3rd Jun;

M&A Modelling 4th – 5th Jun;

Power of PowerPivot 6th – 7th Jun

Perth:

Forecasting & Financial Modelling Techniques (CPA) 11th & 13th June (two sessions);

Key Driver Analysis Modelling (CPA) 12th Jun

Hong Kong:

Forecasting & Budgeting 18th – 21st Jun

Brisbane:

Forecasting & Financial Modelling Techniques (CPA) 19th Jun;

Key Driver Analysis Modelling (CPA) 20th Jun

Sydney:

Power of PowerPivot 2nd – 3rd Jul

Brisbane:

Power of PowerPivot 4th – 5th Jul;

Financial Modelling Fundamentals 9th – 10th Jul

Perth:

Financial Modelling Fundamentals 22nd – 23rd Jul

Services

We have undertaken a vast array of assignments over the years, including:

- Business planning
- Building three-way integrated financial statement projections
- Independent expert reviews
- Key driver analysis
- Model reviews / audits for internal and external purposes
- M&A work
- Model scoping
- Project finance
- Real options analysis
- Refinancing / restructuring
- Strategic modelling
- Valuations
- Working capital management

If you require modelling assistance of any kind, please do not hesitate to contact us at contact@sumproduct.com.

Please forward!

These newsletters are not intended to be closely guarded secrets. Please feel free to forward this newsletter to anyone you think might be interested.

If you have received a forwarded newsletter and would like to receive future editions automatically, please subscribe by completing our newsletter registration process found at the foot of any <http://www.sumproduct.com> web page.

Any questions?

If you have any tips, comments or queries for future newsletters, we'd be delighted to hear from you. Please drop us a line at newsletter@sumproduct.com.

Training

SumProduct offers a wide range of training courses, aimed at finance professionals and budding Excel experts. Courses include Excel Tricks & Tips, Financial Modelling 101, Introduction to Forecasting and M&A Modelling.

Check out our more popular courses in our training brochure:



Email us at training@sumproduct.com for a copy of the brochure, or download it directly from: <http://www.sumproduct.com/training>.

Registered Address: SumProduct Pty Ltd, Level 1, 6 Riverside Quay, Southbank VIC 3006

Melbourne Address: SumProduct Pty Ltd, Level 9, 440 Collins Street, Melbourne VIC 3000

contact@sumproduct.com | www.sumproduct.com | +61 3 9020 2071