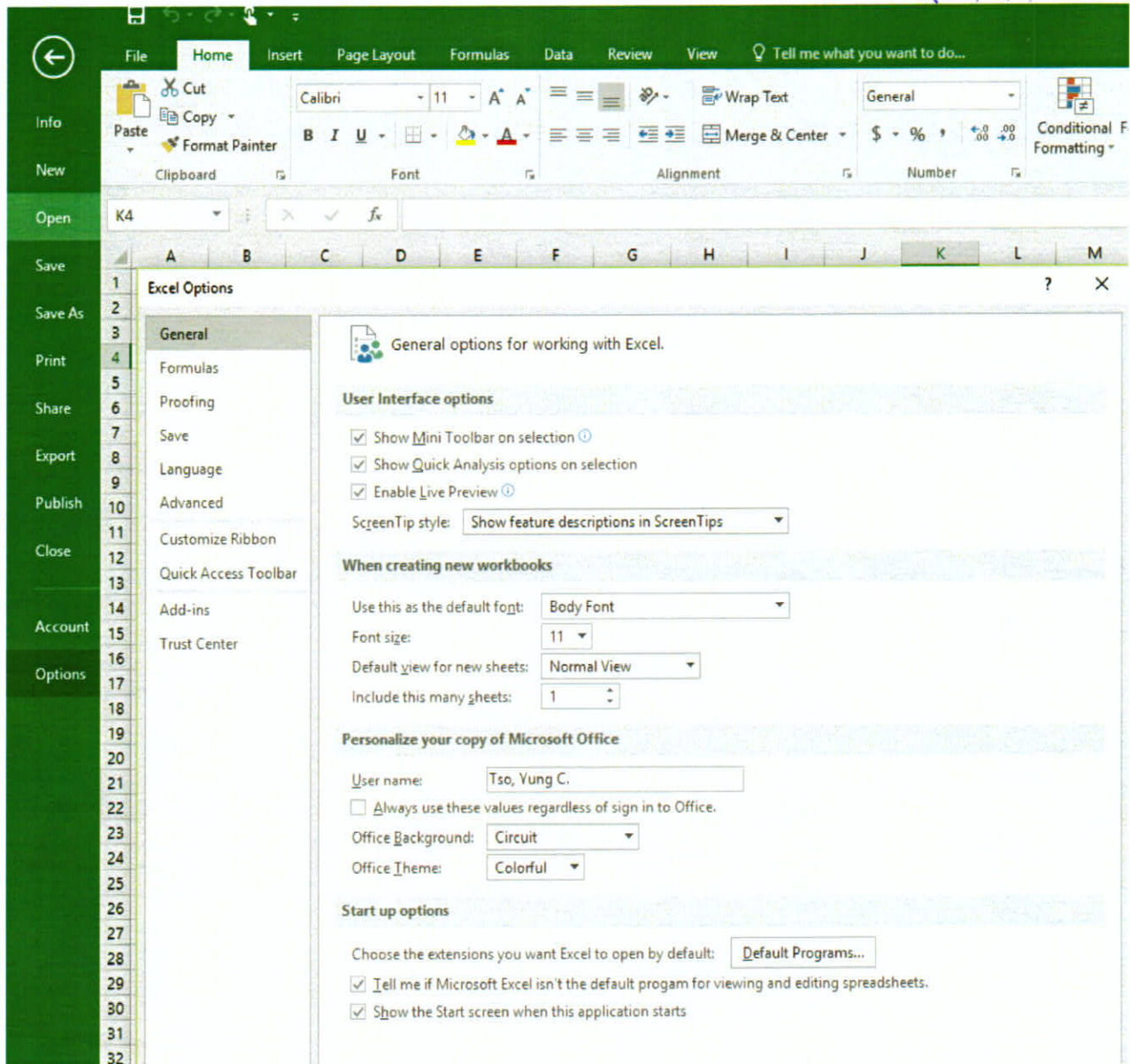


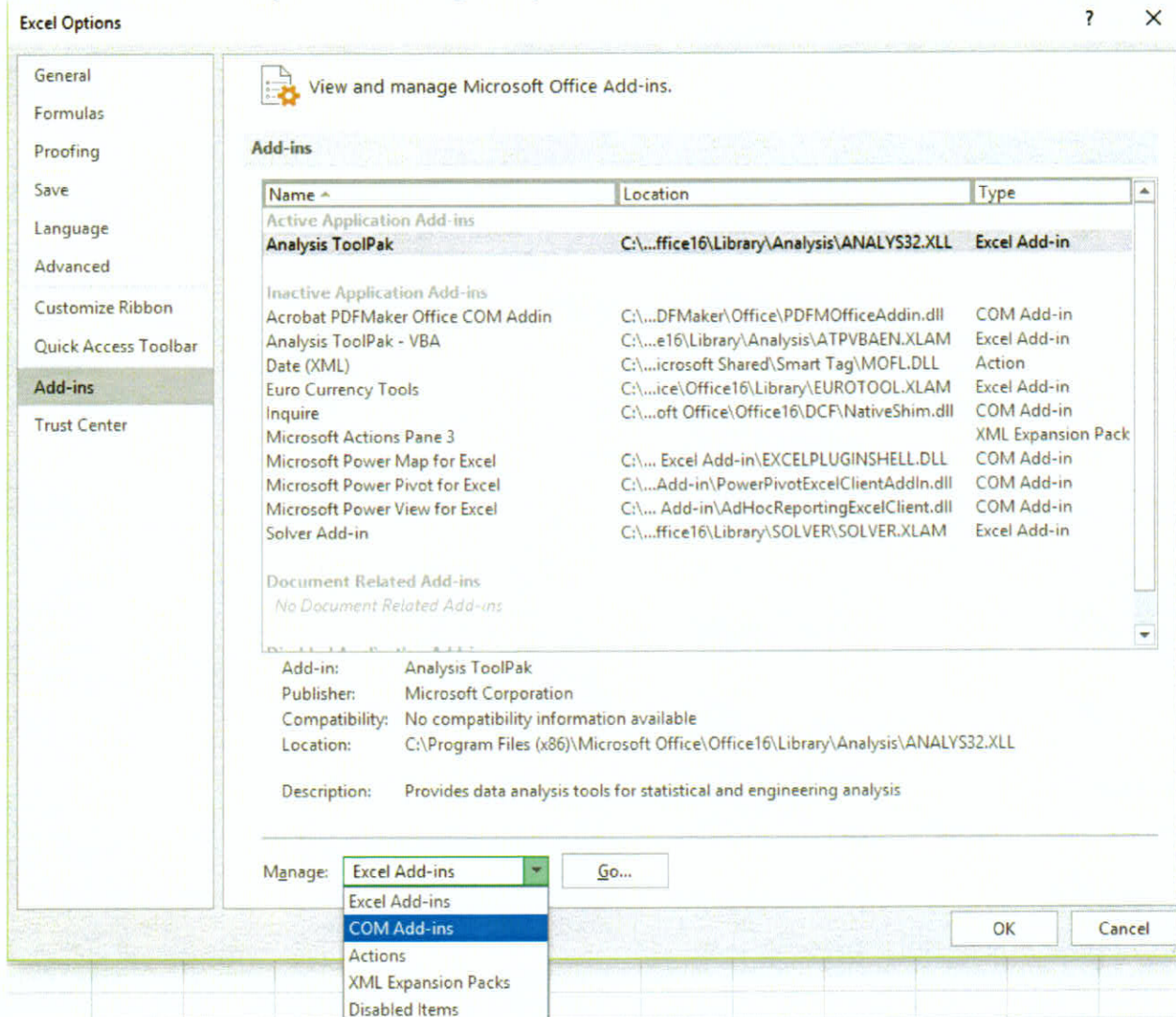
Enable Power Pivot in Excel 2016

Before you can begin using Power Pivot, you must enable it within Excel. **Power Pivot** is an “Add-in” program that must be enabled within Excel before you can use it. To enable Power Pivot in Excel 2016

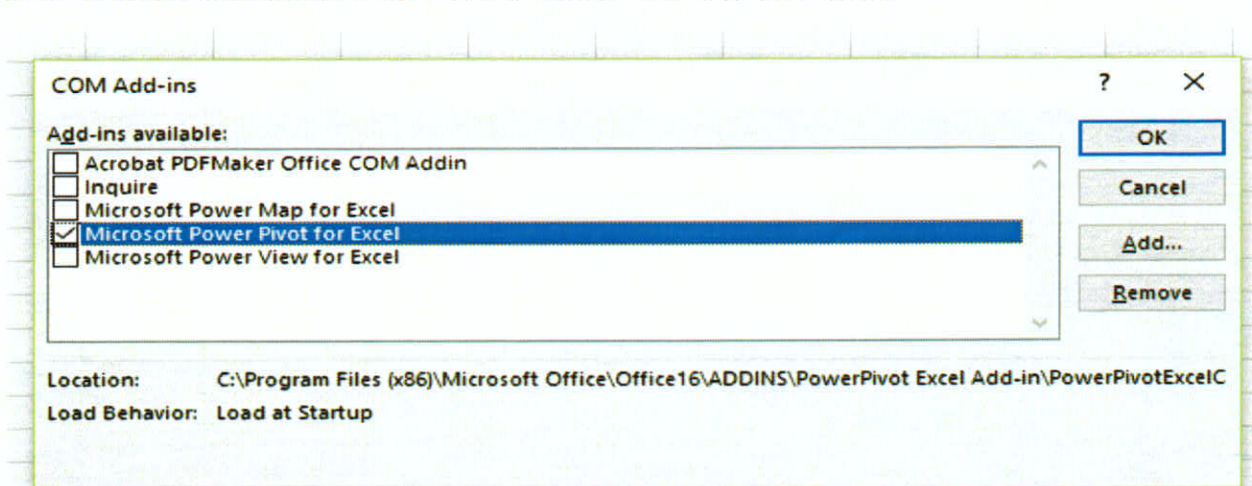
STEP 1: Go to File > Options.



STEP 2: Go to **Add-Ins**, for the **Manage** dropdown select **COM Add-ins**. Click **Go** once set.



STEP 3: Check **Microsoft Power Pivot for Excel**. Click **OK** once done.



Open the Power Pivot window

1. Click **Power Pivot**.

This is the tab where you work with Power Pivot PivotTables, calculated fields, and key performance indicators (KPIs), and creating linked tables.

2. Click **Manage**.

3. Now you are in the Power Pivot window. Here you can click **Get External Data** to use the Table Import Wizard to filter data as you add it to your file, create relationships between tables, enrich the data with calculations and expressions, and then use this data to **create PivotTables** and **PivotCharts**.

