

Multiple-Item Pivot Table Page Filter for Excel 2003

Excel 2003 does not have the capability to select multiple items for a Pivot Table Page filter. This utility provides the means to select one of the columns and allow for multiple selection based on that column.

1 How it Works

The filter works by creating a helper column in which the multiple search criteria are built. The pivot table is filtered on this helper column rather than on the actual column itself.

The following data types are supported:

- Text
- Numbers
- Dates
- Boolean
- Null String ("") – this displays as an empty cell.
- Blanks – this displays as the string "(blanks)."

2 Setting up the Utility

Set up the utility by copying in Raw Data on the Raw Data page and setting up the Pivot Table on the Pivot Table page.

There are some configurations you can make in case you don't want to use the naming conventions set up with the utility.

Selection Column Location		2
Control Panel Name	Control Panel	
Pivot Table Name	Pivot Table	
Raw Data Name	Raw Data	
Criteria Column Name	Use	
Criteria Column Location		5

Configuration is set up in cells K2:K5.

- K2 contains the name of the Control Panel Sheet.
- K3 contains the name of the Pivot Table Sheet.
- K4 contains the name of the Raw Data Sheet.
- K5 contains the name of the helper column. This column title **must** be added as the last column in the raw data. It does not matter what data is in the rest of the column, it will be overwritten by the search string formula. The rest of the column can be left blank.

Once the utility is configured, the columns from D through the rest of the spreadsheet can be hidden. In addition to the configuration items, these contain additional helper fields.

3 Using the Utility

Use of the utility is a three-step process.

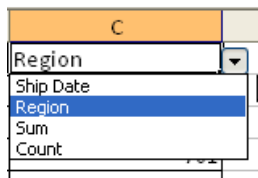
Select Column		Region
	<input type="checkbox"/>	04
Get Pivot Table Information	<input type="checkbox"/>	05
	<input type="checkbox"/>	701
Run Selection	<input type="checkbox"/>	1-Jan
	<input type="checkbox"/>	
	<input type="checkbox"/>	(blanks)
	<input type="checkbox"/>	East
	<input type="checkbox"/>	Last Data Item
	<input type="checkbox"/>	North
	<input type="checkbox"/>	TRUE

3.1 Get Pivot Table Information

Clicking on this button reads the column headers in the Raw Data for use in the filter. Once this step is taken for a given raw data set, it does not need to be done again as long as the column header names do not change.

3.2 Select Column

After the pivot table information is obtained, select the column on which you wish to filter in Cell C1.



Changing the selection generates a list of items to select. Check off the items you wish to include in the report.

3.3 Run Selection

Clicking on this button creates the formulas in the helper column, updates the pivot table, and displays the page.