

Transcript | Hacks for Working with Spreadsheets

1

00:00:10.090 --> 00:00:28.289

Christopher Rosselot: Hello and welcome to this Masterclass-style event. We're gonna give everybody just a minute to join before we get started, but so excited to see so many of you here today already, with more coming in. We'll give it just a second. We've got David here as well.

2

00:00:31.580 --> 00:00:32.720

Christopher Rosselot: All right.

3

00:00:32.840 --> 00:00:44.690

Christopher Rosselot: We'll go ahead and get started. So, as I said, this is a masterclass-style event on hacks for working with spreadsheets. My name is Christopher Roslo, and I'm a community manager here at Apolitical.

4

00:00:45.020 --> 00:00:50.020

Christopher Rosselot: Today, we're looking at how public servants can work more efficiently with spreadsheets.

5

00:00:51.010 --> 00:00:54.180

Christopher Rosselot: And it looks like I don't have any sound.

6

00:00:54.590 --> 00:00:55.700

David Benaim: I can hear you.

7

00:00:55.700 --> 00:01:09.499

Christopher Rosselot: You can hear me, David? Awesome. Perfect. Okay. Great. Thank you for everyone who is giving that confirmation. So I do have sound. But as I was mentioning, today we're looking at how public servants can work more efficiently with spreadsheets, one of the most used, but least...

8

00:01:09.600 --> 00:01:20.620

Christopher Rosselot: taught tools in government. We'll explore the best ways to clean data, fix formulas, and structure sheets to save time, reduce errors, and take the frustration out of your day-to-day work.

9

00:01:20.720 --> 00:01:34.100

Christopher Rosselot: For those of you who may be joining us for the first time, welcome! Apolitical is the world's largest online network for government, used by more than half a million public servants and policymakers across 170 countries.

10

00:01:34.240 --> 00:01:39.959

Christopher Rosselot: Apolitical is a strategic partner to government, helping them prepare their workforces for the future.

11

00:01:39.960 --> 00:02:00.379

Christopher Rosselot: We achieve this by upskilling through short online courses and peer communities, as well as by building innovative learning tools designed for and with governments. Now, I've introduced a political, it'd be lovely to hear from and about all of you, too, so do post in the chat where you're joining us from, and what organization you work for.

12

00:02:00.620 --> 00:02:15.549

Christopher Rosselot: As you do that, I'm going to do a few bits of housekeeping before we get into today's session. First, I'll mention that this event is recorded, as my colleague has mentioned in the chat, for on-demand viewing on the apolitical website, so please don't record it yourself.

13

00:02:15.550 --> 00:02:21.100

Christopher Rosselot: We'll also be using the recording to generate event insights, including with AI-powered software.

14

00:02:21.160 --> 00:02:40.569

Christopher Rosselot: As this session is running on a Zoom webinar, we won't collect your video or audio data, but personal data you share in the chat may be captured. Contact details for privacy concerns are in the apolitical homepage footer, and closed captions are available in your own language and can be toggled on or off in your screen settings.

15

00:02:40.570 --> 00:02:45.049

Christopher Rosselot: My colleague is also gonna post those instructions in the chat.

16

00:02:45.140 --> 00:02:57.840

Christopher Rosselot: And before we get started, I would love to introduce you to the Data Skills Network community on Apolitical. It's a great place to connect with and learn from your peers in the public sector on all things data.

17

00:02:57.880 --> 00:03:21.870

Christopher Rosselot: My colleague will post the link to that community in the chat. And just note that some users have been experiencing some difficulties today with the community, so working to resolve those, and if you are having an issue, just click refresh on the page, and it should work well. But I'm seeing here that we've got folks from Manchester, from Kent, from Jersey, so lots of people from the UK and from England, from Edinburgh, from Scotland.

18

00:03:22.030 --> 00:03:35.989

Christopher Rosselot: From Nottinghamshire, from Aberdeen, another Chris from Plymouth, Sarah from New Brunswick, welcome to all of you, so lots of folks from all over the UK and Canada as well, and I'm sure plenty of other countries that

19

00:03:35.990 --> 00:03:41.329

Christopher Rosselot: haven't scrolled up and seen in the chat, but it is lovely to see you introducing yourselves.

20

00:03:41.330 --> 00:03:56.149

Christopher Rosselot: Feel free to keep doing so. We are going to run a quick poll before we introduce today's speaker to get a sense of where you're coming from in today's discussion. And the question is, how many hours do you use Excel per week?

21

00:03:56.790 --> 00:04:03.290

Christopher Rosselot: 0 to 1, 1 to 3, 3 to 6, 6 to 10, 10 to 20, or is there life outside of Excel, and

22

00:04:03.370 --> 00:04:16.199

Christopher Rosselot: As I'm seeing, yep, I had a feeling that there are at least a few of you in this chat today who choose that question of, is there life outside of Excel?

23

00:04:16.220 --> 00:04:27.589

Christopher Rosselot: We're gonna go ahead and end that poll, and there are the results. It looks like most of you here, well, not most of you, but the largest option, 28% of people,

24

00:04:27.690 --> 00:04:36.810

Christopher Rosselot: use Excel 1 to 3 hours, and there is a good 9% of folks that chose that option of, wow, you're on Excel all the time.

25

00:04:37.470 --> 00:04:56.529

Christopher Rosselot: Thanks for taking part in that poll. I'm going to introduce our speaker. We're fortunate to have, as you can see, a brilliant guest with us today, David Benayim, joining us. David is an Excel vlogger, trainer, and comedian. He runs Excel Consulting, which helps organizations optimize operations via spreadsheets.

26

00:04:56.530 --> 00:05:03.559

Christopher Rosselot: He also runs a highly popular YouTube channel with over 20,000 subscribers covering tech tutorials.

27

00:05:03.650 --> 00:05:10.920

Christopher Rosselot: David presents the world's first Excel-related comedy show, which has sold out seasons at Edinburgh and Adelaide French.

28

00:05:11.070 --> 00:05:28.850

Christopher Rosselot: Excel, Comedy, and Mathematics will return to Edinburgh Fringe this... sorry, not Mathematics, Math Antics, math will return to Edinburgh Fringe this August. You can read David's full bio by visiting the Resources tab at the bottom of your Zoom screen and heading to the Speakers section.

29

00:05:28.910 --> 00:05:37.089

Christopher Rosselot: David, it's a pleasure to have you again with us here today. Welcome. For those of you who joined David's last spreadsheet Masterclass.

30

00:05:37.270 --> 00:05:54.510

Christopher Rosselot: You and I are both excited to learn some new hacks with David. David, I'll hand it over to you for the next 15 or so minutes, and then we're going to have a few minutes reserved for Q&A. So, for those of you watching, submit your questions in the Q&A tab as David is sharing. David, the floor is yours.

31

00:05:55.410 --> 00:05:59.380

David Benaim: Alright, thank you guys. Give me a reaction if you like my hat.

32

00:05:59.490 --> 00:06:04.660

David Benaim: I got this designed for when I went to do the comedy stuff. Alright, cool.

33

00:06:04.780 --> 00:06:24.479

David Benaim: And it's not just that, I've got way more. This is my current bag as well. You can see the Excel area. Yeah, I am completely obsessed. And yes, I see a few people are in Scotland, so feel free to come join me. I've got a 120-seater every day for this show. I'm also going to Tallinn and Gothenburg, if anyone's around there, and I'll throw in my socials in the chat.

34

00:06:24.490 --> 00:06:35.929

David Benaim: So, we're going to look at four elements today. Automated tables, then we're going to look at a couple of formulas, then co-pilots. You guys like AI? Give me a reaction if you like AI.

35

00:06:36.260 --> 00:06:44.009

David Benaim: Yes, I can imagine. So, going into automated tables, and a lot of demos in this, very demo-heavy. So.

36

00:06:44.800 --> 00:06:48.939

David Benaim: A lot of people don't actually realize that

37

00:06:48.990 --> 00:06:55.099

David Benaim: tables in Excel are not really used the way that they should be used. Let me show you an example. I'm going to open up...

38

00:06:55.100 --> 00:07:10.050

David Benaim: Word. I know, I know it's the worst one, but we've got to be there, we've got to use it sometimes. So lots of people know you can go to insert and Table, and get a table in Word, and then in here, you can choose and get alternating colors, and if you want to add a new row, it does it really nicely there.

39

00:07:10.070 --> 00:07:16.399

David Benaim: But, then if you copy this and paste it into Excel, You get something completely different.

40

00:07:16.430 --> 00:07:22.340

David Benaim: And now if we decide to insert rows, it's going to mess up our formatting.

41

00:07:22.340 --> 00:07:33.969

David Benaim: Give me a reaction if this has happened to you, or if you've also just copied and pasted, and suddenly all your borders and your other things are broken. Well, that is because almost no one actually knows how to use tables in Excel.

42

00:07:33.970 --> 00:07:47.350

David Benaim: In Word and PowerPoint, you have insert and Table. In Excel, you also have Insert and Table. The problem is, no one's ever Googled, how do I make a table in Excel, so everyone misses out on one of the most important features that Excel has to offer.

43

00:07:47.490 --> 00:08:02.170

David Benaim: Before we get into that, I'm gonna just go back to null with my formatting. Another feature many people don't know, if you want to get rid of everything in one go, you can choose Clear All, or Clear Formats will just get rid of the formatting and keep the data. Once we've got there.

44

00:08:02.280 --> 00:08:04.360

David Benaim: Let's go to Insert and Table.

45

00:08:05.220 --> 00:08:13.490

David Benaim: And then we've got our table like this, and it's pretty much just like Word from a formatting standpoint. In fact, if you add a new column.

46

00:08:14.210 --> 00:08:33.530

David Benaim: you get... the formatting comes across automatically, add a new row, whatever you type in, it's going to come across like that. Give me a reaction if you like that. Yes, yes, yes. As one of my past students in my professional Excel courses said, this is how Excel was meant to be used. Just no one has ever clicked on the insert table button before.

47

00:08:33.549 --> 00:08:43.789

David Benaim: And, it gets even better, because although tables are really cool just from a formatting perspective, they really, really shine because of how they deal with formulas.

48

00:08:43.789 --> 00:08:53.879

David Benaim: So here I have some movies, some current movies and the cinemas they're playing in. Boys, men, males, girls, women. If I want to get the total of, say, females.

49

00:08:54.780 --> 00:09:03.699

David Benaim: I can write a formula here that says equals this cell, then I press a plus, and then I click on this cell, I press enter, and check this out.

50

00:09:04.570 --> 00:09:05.700

David Benaim: You see that?

51

00:09:06.780 --> 00:09:08.199

David Benaim: Two things have happened there.

52

00:09:09.060 --> 00:09:25.609

David Benaim: Firstly, I did not have to drag it down. This one plus this one does that. Secondly, the formula in the formula bar is not a cell reference, it's actually the name of the column. And it's dynamic, so if I change this from girls to be...

53

00:09:26.170 --> 00:09:31.399

David Benaim: giraffes, then suddenly this will change as well. It is dynamic like that.

54

00:09:31.770 --> 00:09:43.859

David Benaim: Another way that this is really useful is, well, let's look at a very common example. Let me copy and paste... I'll just paste it as values there. If I want to add together these things.

55

00:09:47.010 --> 00:09:50.239

David Benaim: I get 38. Now, if I add a number below here.

56

00:09:50.380 --> 00:09:53.010

David Benaim: Will this number get added into my total?

57

00:09:53.120 --> 00:09:57.240

David Benaim: Let me know in the chat. Do you think this will get added into the total?

58

00:10:00.540 --> 00:10:01.500

David Benaim: Yes?

59

00:10:02.790 --> 00:10:11.959

David Benaim: Will this get added? Most people are saying, no, you are correct. If I press enter, it does not get added into the total, but let's look at it a different way. This is a table.

60

00:10:12.710 --> 00:10:15.780

David Benaim: Copy and paste there, and make it into a table.

61

00:10:16.090 --> 00:10:23.139

David Benaim: You can also do format as table. Now, if I do equals All of these things.

62

00:10:24.880 --> 00:10:42.320

David Benaim: Now, if I add in a new row underneath, check that out. That does get added into the total. Give me a reaction if you like that one, because this means that all of your Excel will be much faster to use, way fewer errors, and look prettier, if that's what you're after as well. Good.

63

00:10:42.360 --> 00:10:44.980

David Benaim: So, a couple of formula tips.

64

00:10:45.440 --> 00:10:55.809

David Benaim: Let's say we have two times the same tables, so the same format of table like this. We want to make a super table that combines them on top of each other.

65

00:10:56.250 --> 00:11:13.349

David Benaim: Yeah, there are some more things in table design, I'd love to show you more, but I really want to show you some other stuff. So yeah, you can do banded rows, you can add a

total row, you can resize it or convert it back. But let me show you a couple of formulas. So you can write equals.

66

00:11:13.800 --> 00:11:18.089

David Benaim: And then you can use, a function called VStack.

67

00:11:18.310 --> 00:11:22.629

David Benaim: And VStack is vertical stacking. So I can take this table.

68

00:11:23.050 --> 00:11:30.249

David Benaim: I'm not going to take the extra row, and I press a comma for the second array, and I select this, close my brackets.

69

00:11:30.640 --> 00:11:37.349

David Benaim: And check that out. This is now my combined table from one formula. And it is dynamic.

70

00:11:37.470 --> 00:11:39.569

David Benaim: If this one changes to...

71

00:11:41.100 --> 00:11:49.909

David Benaim: Let's have a... extra like that. It will change into extra over here. Yep, so that's VStack, came out about 3 years ago.

72

00:11:51.820 --> 00:11:59.379

David Benaim: Alright, I know I am whistle going through stuff very fast, but right, let me just show you...

73

00:12:00.350 --> 00:12:02.170

David Benaim: One of the things here...

74

00:12:02.310 --> 00:12:14.660

David Benaim: Back to this formula. The formula was that it refers to the column for girls. The total column for girls means that this starts and ends where the table starts and ends, so it's much more dynamic than ever before.

75

00:12:14.800 --> 00:12:18.659

David Benaim: And that's why, if we add a new thing, it keeps growing, like that.

76

00:12:19.300 --> 00:12:24.969

David Benaim: You can rename the table, it gives you a default table 2, but you can rename that if you want to.

77

00:12:26.040 --> 00:12:31.470

David Benaim: Okay, so... Let's look up some prices. So here we have prices.

78

00:12:35.110 --> 00:12:40.780

David Benaim: Okay... You asked to repeat it. What would you like to...

79

00:12:41.400 --> 00:12:49.010

David Benaim: Could you repeat the bit a bit slow? What would you like me to repeat? The VStack example, okay, I've got it, yeah. So...

80

00:12:49.790 --> 00:12:50.800

David Benaim: Equals?

81

00:12:51.310 --> 00:12:52.420

David Benaim: VStack?

82

00:12:53.360 --> 00:12:56.129

David Benaim: Array number 1, comma, array number 2.

83

00:12:56.550 --> 00:13:04.339

David Benaim: So here... you select... The table that you want, and this is special table notation.

84

00:13:04.890 --> 00:13:20.259

David Benaim: I won't go through what it means, but all you have to do is select it, and then you press a comma, and then select the next one. The next one is not in an Excel table, so it's just going to show you a cell range. You close your brackets, and this is then your formula, like that.

85

00:13:20.360 --> 00:13:22.160

David Benaim: I hope that helps, Ian.

86

00:13:22.620 --> 00:13:26.820

David Benaim: Yeah You've also got HStack for horizontal stacking.

87

00:13:28.280 --> 00:13:32.240

David Benaim: Okay, let's, jump forward to this one.

88

00:13:32.640 --> 00:13:39.609

David Benaim: Cause this one is pretty awesome. So, you guys are probably aware of AI stuff.

89

00:13:39.750 --> 00:13:41.890

David Benaim: Give me a reaction if you like AI.

90

00:13:43.350 --> 00:13:46.049

David Benaim: So here we have some pretty messy data.

91

00:13:46.500 --> 00:13:47.540

David Benaim: And...

92

00:13:47.650 --> 00:13:55.059

David Benaim: Excel now has Copilot, as many of you know, and the Copilot I'm about to show you is free.

93

00:13:55.440 --> 00:14:00.829

David Benaim: It's at no extra cost for anyone in an organization with less than 2,000 people.

94

00:14:01.000 --> 00:14:16.299

David Benaim: If you're in an organization with more, then you have to pay a fee for it. But, this just came out, and I'm gonna say, if you used Copilot last year, that was awful. It was terrible. I don't know why anyone bothered, but now it's really changed. So I'm going to say clean this data.

95

00:14:17.090 --> 00:14:20.480

David Benaim: And I'm going to press that. So literally 3 words. Check that out.

96

00:14:20.580 --> 00:14:39.280

David Benaim: Click on that, and let's see what happens. So let's look at the data. Here I have the date format in US. I have these as... not as numbers, there are O's in there. Here I have distinct capitalization. In gender, I have M's and women instead of female and male. Here I have the extras column in French.

97

00:14:39.280 --> 00:14:53.580

David Benaim: So let's see what it's going to do. It's going through my steps here. I am not touching anything, I'm just letting AI, take over the world for us. Look, it's changed that, it's changed these dates and made them work. It has made this...

98

00:14:53.700 --> 00:15:03.869

David Benaim: gone on, and it's changed this to male and female. Give me a reaction if you like that one, and I've got a poll there for, how... how you're finding that.

99

00:15:04.000 --> 00:15:04.990

David Benaim: Okay.

100

00:15:05.670 --> 00:15:07.130

David Benaim: Cool, so yeah.

101

00:15:07.350 --> 00:15:14.140

David Benaim: Good, good, people are into that idea. How cool is that? This, it did it with literally just those 3 words.

102

00:15:15.890 --> 00:15:30.040

David Benaim: Okay, fantastic. And I can go a little bit further, because it hasn't done everything that I wanted. I don't know who Britney Spears is, but I'm not going to a concert. So, what I can do is I can ask for some further things, and...

103

00:15:30.300 --> 00:15:44.860

David Benaim: My... The one thing that I don't love about this is that it doesn't give you a great audit trail. It writes it for you here, but that's not very useful when I click on a new chat. So, I have a couple of things I recommend. I recommend saying something like...

104

00:15:45.010 --> 00:15:48.930

David Benaim: Type out your steps.

105

00:15:49.160 --> 00:15:52.080

David Benaim: and cell in column I.

106

00:15:54.180 --> 00:16:06.589

David Benaim: I see from the poll that most... about two-thirds say it's a bit fast, but okay, and then... yeah, 14% say it's much too fast, so I will try to slow down a bit for the last...

107

00:16:06.680 --> 00:16:17.859

David Benaim: 5 or so minutes of it. But yeah, so this is what I recommend. I also recommend another thing for an audit trail you can do is, say, create comments.

108

00:16:18.120 --> 00:16:21.639

David Benaim: With the changes you made.

109

00:16:28.450 --> 00:16:32.849

David Benaim: Now, this is AI, so you can never be completely sure what it's gonna do, but...

110

00:16:32.970 --> 00:16:47.689

David Benaim: Let's, let's give it a go and see what that gives. By the way, for anyone that does not have access to Copilot, you can get Claude or ChatGBT now inside your Excel. You need the paid versions of one of those, but they can do pretty much the same thing.

111

00:16:47.710 --> 00:17:04.499

David Benaim: I'm using Copilot, so it's all built into my Excel. As I said, if you're in a smaller organization, then you might see Copilot Basic, but that is able to do that. Alright, and now it's given the comments, very good, but let's give it a little bit more, so I'm going to say,

112

00:17:04.730 --> 00:17:11.639

David Benaim: Fix, spelling... in Singer, and translate the Extras column.

113

00:17:14.530 --> 00:17:15.490

David Benaim: Enter.

114

00:17:15.920 --> 00:17:22.659

David Benaim: I'm gonna duplicate this because, just in case, I wanna show you another thing that it's gonna do with a formula.

115

00:17:27.390 --> 00:17:41.050

David Benaim: By the way, whilst it's doing that, one thing you can do is you also have in Excel the ability to do equals translate, and this will use AI to translate a column. So I can click on the text.

116

00:17:41.580 --> 00:17:43.730

David Benaim: And then I can close my brackets.

117

00:17:44.280 --> 00:17:49.109

David Benaim: Equals translate, and it will translate it into that language.

118

00:17:49.570 --> 00:18:00.809

David Benaim: Give me a reaction if you like that. There's the translation in here. But actually, now it's already corrected it in there. So you can do that however you want. Also tell me in the chat.

119

00:18:01.630 --> 00:18:06.990

David Benaim: Okay, I see...

120

00:18:08.660 --> 00:18:20.699

David Benaim: Yes, I see Marcos said, why didn't you select the whole table for VStack? Yeah, it's because, it's because I have that extra column. If I didn't have the extra column, I would have selected the whole thing. Yeah.

121

00:18:21.480 --> 00:18:22.620

David Benaim: So...

122

00:18:23.780 --> 00:18:42.159

David Benaim: When you say it's... this is Copilot. We use Google Sheets. Does Gemini have this functionality also? Yes. Gemini has some really cool stuff that Excel doesn't. I wish I could show you, but, I'm gonna make a couple of videos on my YouTube channel. I absolutely love it. Are these available in my YouTube channel? Yeah, let me put my links back in.

123

00:18:42.160 --> 00:18:49.349

David Benaim: How do you know if Copilot is integrated? Good question. So if you press If you press Copilot here...

124

00:18:50.700 --> 00:18:58.469

David Benaim: If you don't see Copilot, then you don't have it. Most people would have it, but the key thing you want to see is that you have this thing called Allow Editing.

125

00:18:58.500 --> 00:19:10.990

David Benaim: If you have, if you have allow editing, then you can make this happen. If you don't, then it will only allow you to do chats, which can help you with writing a formula, but it can't make edits inside your file.

126

00:19:11.120 --> 00:19:17.489

David Benaim: So yeah, I hope that's helped. Let me know if you have any other questions. I am following the chat as we go.

127

00:19:19.950 --> 00:19:27.649

David Benaim: Good. So that is Copilot. I think that there is a lot of things you can do. You can also...

128

00:19:28.040 --> 00:19:31.530

David Benaim: Select it and say, make a dashboard.

129

00:19:31.900 --> 00:19:34.310

David Benaim: Of... just make a dashboard.

130

00:19:34.490 --> 00:19:40.139

David Benaim: And I'm gonna let that sit, because, you know, I'll say make a dashboard in a new worksheet.

131

00:19:41.350 --> 00:19:42.910

David Benaim: And then use Sheets.

132

00:19:43.250 --> 00:19:51.040

David Benaim: I'll let that sit, because it does take a little bit of time. Yep.

133

00:19:52.070 --> 00:19:54.649

David Benaim: Still don't see where you clicked, so...

134

00:19:55.960 --> 00:20:00.359

David Benaim: If you click on plus, there's a drop-down that says Allow Editing.

135

00:20:00.790 --> 00:20:04.500

David Benaim: That's it. I mean, I can show it to you in PowerPoint, because it's in the same place.

136

00:20:04.610 --> 00:20:07.230

David Benaim: So if you click in here, you have...

137

00:20:08.570 --> 00:20:11.540

David Benaim: It'll pop up here in a second, it's just loading.

138

00:20:12.670 --> 00:20:14.519

David Benaim: No, it's not. That's weird.

139

00:20:14.810 --> 00:20:15.700

David Benaim: Okay.

140

00:20:16.350 --> 00:20:27.879

David Benaim: No, this is showing me the old version, actually. It's downgraded me, which is great. Oh, wow, check out that dashboard! That's a lot faster than it used to be. Give me a reaction if you like that. These are all formula-bound?

141

00:20:29.130 --> 00:20:38.589

David Benaim: I'm not gonna... I'm not gonna say that this is exactly how I would build it, but for something that's happened in about 3 seconds, once I've answered a question, it's not too bad.

142

00:20:40.660 --> 00:20:41.520

David Benaim: Yep.

143

00:20:42.100 --> 00:20:48.299

David Benaim: So, two other things you can do with this, with this feature is you can also,

144

00:20:49.130 --> 00:20:53.930

David Benaim: You can also generate a new dataset, so I could say something like...

145

00:20:54.970 --> 00:21:00.189

David Benaim: Write a list of the top 6

146

00:21:01.210 --> 00:21:14.690

David Benaim: or top 20 countries in, Europe, with, Head of state, gender, age, email address...

147

00:21:16.990 --> 00:21:21.410

David Benaim: And marital status. Hey, I'm single, so I'm always on the lookout.

148

00:21:22.950 --> 00:21:26.010

David Benaim: And then it will... it will use research to actually look that up.

149

00:21:26.610 --> 00:21:27.610

David Benaim: So...

150

00:21:28.040 --> 00:21:35.679

David Benaim: Yeah. Problem is with demoing these AIs is that you've got to go back and wait for that to do it. So in the meantime...

151

00:21:36.450 --> 00:21:49.109

David Benaim: Can you show that again, the dashboard data to image? Literally, all I did was I select... I didn't even select the data, I just said the three words, which was, make a dashboard. Make a dashboard in a new sheet.

152

00:21:49.830 --> 00:21:50.900

David Benaim: Like that.

153

00:21:51.230 --> 00:21:53.060

David Benaim: No email addresses.

154

00:21:53.820 --> 00:21:56.860

David Benaim: Okay, some are unknown. Who have we got here?

155

00:21:58.530 --> 00:22:05.350

David Benaim: The Greece guy. Okay, widowed, alright, interesting. There we go. So, yeah.

156

00:22:06.170 --> 00:22:18.820

David Benaim: It can do things. Email addresses of head of state are not available. I've gotten Copilot to give me a lot of email addresses, something that would make GDPR pretty redundant. Not saying I tried them all, but they would.

157

00:22:18.830 --> 00:22:29.069

David Benaim: How do you do that again? The dashboard data. You just write, make me a dashboard. The fourth thing the Copilot can do is you can also ask it to clean.

158

00:22:29.200 --> 00:22:32.589

David Benaim: Some formulas, and check and...

159

00:22:32.710 --> 00:22:38.259

David Benaim: clean some formulas. It's not perfect, but it does an okay job with that regard.

160

00:22:39.000 --> 00:22:47.279

David Benaim: Alright. But yeah, people want me to slow down, so I'll just show you, this one...

161

00:22:49.160 --> 00:22:52.950

David Benaim: This one is... How to, how to make...

162

00:22:53.230 --> 00:23:00.049

David Benaim: how to do a lookup. So, a lot of people talk about VLOOKUP. Give me a reaction if you use VLOOKUP.

163

00:23:01.580 --> 00:23:04.170

David Benaim: Because my job is to change your minds.

164

00:23:04.520 --> 00:23:16.009

David Benaim: Because now you have a better one called XLOOKUP. XLOOKUP is not only more powerful, but it's easier to use as well. You have your lookup value, that's going to be the cinema.

165

00:23:17.030 --> 00:23:30.899

David Benaim: And this part is a little bit more technical. If you've not used VLOOKUP, it would take me more than 2 minutes to explain this. This is more for the people who are used to using VLOOKUPS. Because you have your lookup array, this is the column you're looking up.

166

00:23:32.070 --> 00:23:41.750

David Benaim: Usually, you press F4 to lock that in. That is a spreadsheet formula thing that it scrolls down. Then you have your return array, you select that.

167

00:23:42.180 --> 00:23:46.489

David Benaim: You close your brackets, F4, And that's it.

168

00:23:47.150 --> 00:23:49.639

David Benaim: And you get the price looking that way.

169

00:23:53.280 --> 00:23:58.979

David Benaim: Unless there is an error, but check this out. The beauty of this is that you can actually cut

170

00:23:59.570 --> 00:24:00.980

David Benaim: and paste it...

171

00:24:04.060 --> 00:24:15.260

David Benaim: here, and it will still look backwards. So VLOOKUP is only able to look left to right, not backwards, and XLOOKUP can look both ways.

172

00:24:15.390 --> 00:24:16.220

David Benaim: Yes.

173

00:24:16.390 --> 00:24:22.799

David Benaim: XLOOKUP is better. What's the difference between a VLOOKUP and an XLOOKUP? A VLOOKUP is...

174

00:24:23.000 --> 00:24:26.770

David Benaim: a fax machine, and XLOOKUP is...

175

00:24:26.870 --> 00:24:32.500

David Benaim: what we use in 2026. Like, there is absolutely no reason to use a VLOOKUP.

176

00:24:32.550 --> 00:24:35.539

David Benaim: Unless you still communicate in the hieroglyphics.

177

00:24:35.580 --> 00:24:47.979

David Benaim: with your friends, which some of you might do, just use XLOOKUP. It's better in every way, not only is it easier to use, but it also is more powerful. A VLOOKUP would break every time you insert a column.

178

00:24:48.020 --> 00:25:01.529

David Benaim: Every time you move something to the left, to the right-hand side. And also, here we have an error. With the next lookup, if you want to fix an error, you have an if-not-found clause as the fourth optional one.

179

00:25:01.530 --> 00:25:14.379

David Benaim: These square brackets are optional, so you press comma 0, and then you can drag it down, and it will just do a zero there. It knows how to handle non-matches, it does loads and loads of things much better.

180

00:25:14.540 --> 00:25:25.019

David Benaim: So yeah, I know it's been a bit of a whistle-stop tour, whistle stop tour, but to recap, I've shown you here how to make the tables.

181

00:25:25.130 --> 00:25:41.210

David Benaim: Because tables are better for formatting, and also for formulas. They refer to the name of the column, they also auto-expand in every way. They do loads of other cool things, but I... I'm gonna skip over that. For example, it does freeze panes like

182

00:25:41.230 --> 00:25:52.390

David Benaim: behavior here, you can see the column headers. We looked at VSTACK, we looked at XLOOKUP, and we looked at Copilot to build a dashboard and clean data. All right.

183

00:25:53.420 --> 00:25:59.679

David Benaim: So, yes, that's what I wanted to show you here. We have a couple of questions.

184

00:26:01.390 --> 00:26:09.290

David Benaim: Any particular difference for ChatGBT, CloudPilot, and Claude in Excel? So...

185

00:26:10.080 --> 00:26:21.740

David Benaim: it changes from day to day. What Copilot can do, if I click on this dropdown, is you can actually switch the model between GPT and Claude. So Copilot uses both.

186

00:26:21.830 --> 00:26:33.740

David Benaim: And if you use automatic, it does whatever is best for your data. Now, one thing that I know is different in Claude and ChatGBT, you can customize it, so it's coming to...

187

00:26:33.900 --> 00:26:43.730

David Benaim: Copilot, but you can give it instructions like, yeah, always use XLOOKUP instead of VLOOKUP, format my data using tables, those kind of things.

188

00:26:44.990 --> 00:26:49.349

David Benaim: So Claude and ChatGBT have that as well.

189

00:26:51.090 --> 00:27:08.779

David Benaim: yeah, there are other more subtle differences, but it... they change every day. I mean, I don't know if you guys follow the news, but Anthropic, Claude just launched a brand new model on Friday, and then the US government banned it, so it's hard to stay up to date. Alright, any other questions?

190

00:27:09.440 --> 00:27:15.440

David Benaim: Any other questions? Alright.

191

00:27:17.190 --> 00:27:23.619

Christopher Rosselot: David, I think... I think the only other one that I saw was, how did you get the rainbow borders? Was that just because of Copilot?

192

00:27:24.870 --> 00:27:33.490

David Benaim: Yes, it's not for Pride Month, it's... Copilot does that, yeah, yeah, yeah. So it puts rainbow borders around what it's changed, yeah.

193

00:27:33.710 --> 00:27:43.899

David Benaim: That is... that is when you do changes to data. But bear in mind that you can also do other things with Copilot to clean data. You can say, like, clean this...

194

00:27:44.230 --> 00:27:50.239

David Benaim: In a new table, and then it will use formulas to do it...

195

00:27:50.440 --> 00:27:55.659

David Benaim: and not do corrections in place. My tip with AI is that

196

00:27:55.840 --> 00:28:08.580

David Benaim: Ask questions, and what it can't do today, it will probably be able to do tomorrow, including probably take our jobs and take over the world, and make us into its slaves, but hey, it's inevitable.

197

00:28:09.320 --> 00:28:14.759

David Benaim: Where can we find out if we have access to Copilot? If you see the Excel.

198

00:28:15.020 --> 00:28:17.730

David Benaim: If you see the icon down here.

199

00:28:18.800 --> 00:28:23.839

David Benaim: Yeah, there you go, so now it's done in a new table. Okay, it hasn't done them linked, but

200

00:28:24.440 --> 00:28:34.260

David Benaim: What even is this? Oh. Oh, these are all the heads of states in multiple countries. Yeah, there's the rainbow thing around it. Okay, so...

201

00:28:34.890 --> 00:28:37.209

David Benaim: I think that is...

202

00:28:37.340 --> 00:28:41.839

David Benaim: There we go. Mirello says, give him back, we need one more hour. I agree, Mirello.

203

00:28:41.920 --> 00:28:42.560

Christopher Rosselot: Yeah.

204

00:28:42.910 --> 00:28:43.550

David Benaim: I couldn't...

205

00:28:43.550 --> 00:28:57.900

Christopher Rosselot: I couldn't agree more. I couldn't agree more. Unfortunately, we do... we do have to... have to finish up there, but I think we have lots of existing XLOOKUP fans, and lots of future XLOOKUP fans, from what I can tell. So thank you so much, David, for... for sharing with us.

206

00:28:57.900 --> 00:29:20.950

Christopher Rosselot: Lots of the questions that you're asking, can also be asked and answered by yourselves and your peers in our data skills community, so I would encourage you to go share those questions there. I'm in that community, you'll see my name, quite often as well, and I can help answer questions. But thank you to you as well, the audience, for being here today, for investing and learning and being so engaged in this topic.

207

00:29:20.950 --> 00:29:21.589

Christopher Rosselot: And I'm gonna pull...

208

00:29:21.590 --> 00:29:27.360

David Benaim: One of my socials a final time there, sorry. So you can... you guys can get those if you want to. Sorry, back to you, Crystal.

209

00:29:27.360 --> 00:29:47.879

Christopher Rosselot: No, perfect, thanks, David. Please do go, connect with him, and we're gonna pull up a quick poll to find out how you felt about today, which will help us continue to improve our content. I think there's already a demand for, more time with David showing tips and tricks, but we really appreciate your responses to these questions.

210

00:29:47.960 --> 00:30:03.410

Christopher Rosselot: Before you want to go... before you go, as well as you're filling out this poll, I want to let you know that we've created a follow-on resource to today's topic that we think you'll find useful. A cheat sheet of some of David's spreadsheet hacks that he shared during this session and previous apolitical sessions.

211

00:30:03.410 --> 00:30:10.800

Christopher Rosselot: To receive your link to the cheat sheet, go to the Data Skills Network after the event, and leave a comment on the post pinned at the top of the page.

212

00:30:10.800 --> 00:30:14.510

Christopher Rosselot: That my colleague has just put in the chat, and we'll send you the resource by email.

213

00:30:15.120 --> 00:30:22.200

Christopher Rosselot: If you have issues accessing the post today, don't worry, you'll also get a link to that post in the follow-up email after today's event.

214

00:30:22.220 --> 00:30:41.710

Christopher Rosselot: Before you go, we also want to share a few more events that you can register for to join us again soon. If you're not available to be there live, remember that you can always register for the event in order to get this recording sent to catch up whenever suits you. So coming up next Tuesday, you can join us for AI for Documents and Templates.

215

00:30:41.710 --> 00:30:53.130

Christopher Rosselot: part of our AI Skills Lab series. And then, for those of you policy folks on the call, you can sharpen your writing skills at how to write the perfect policy brief at the beginning of next month.

216

00:30:53.840 --> 00:31:13.439

Christopher Rosselot: That is all we have time for today. We hope you found it helpful, and we want to say a huge thank you to David, to everyone who's made today happen, and to you for taking time out of your busy days to be here. Keep an eye out for the email coming your way with today's recording and resources, and we hope to see you at another apolitical event very soon.

217

00:31:13.440 --> 00:31:14.650

Christopher Rosselot: Have a great day!

218

00:31:14.650 --> 00:31:15.410

Christopher Rosselot: Bye.