

## Using Power Pivot to interact with large datasets

## Step 1 – Formatting your data set

1. The file must be formatted in a way compatible with Power Pivot, meaning:
  - a. Your dataset should not contain blank rows, columns, subtotals or footers.
  - b. No cells (columns) should be merged.
  - c. Each column heading should have a unique name.

**Incorrect** 🚫

Blank rows      Subtotals

	A	B	C	D	E	F	G
1							2019
2	<b>Institution</b>	<b>County</b>	<b>DRG_Service Line</b>	<b>DRG</b>	<b>DRG Description</b>	<b>Primary Payor</b>	
3	Hospital 1	Bannock, ID	Cardiology - Medical	282	Acute Myocardial I	OTHER GOVERNMENT	1
4	Hospital 1	Bannock, ID	Orthopedics - Surgical	470	Major Hip and Knee	MEDICAID HMO	2
5	Hospital 1	Bannock, ID	Orthopedics - Surgical	483	Major Joint and Lin	WORKERS COMPENSATION	1
6	<b>Hospital 1</b>	<b>Bannock, ID</b>	<b>Orthopedics - Surgical Total</b>				<b>3</b>
7	Hospital 1	Bannock, ID	Psychiatry	885	Psychoses	WORKERS COMPENSATION	1
8	Hospital 1	Bannock, ID	Pulmonology	205	Other Respiratory S	MEDICAID HMO	1
9	Hospital 1	Bannock, ID	Spine	460	Spinal Fusion Excep	MEDICARE	1
10	Hospital 1	Bannock, ID	Urology - Surgical	670	Transurethral Proce	OTHER GOVERNMENT	1
11	<b>Hospital 1</b>	<b>Bannock, ID Total</b>					<b>8</b>
8191	<b>Grand Total</b>						73,931
8192							
8193	<b>Data Citations</b>						
8194							
8195	Please note that when you download and store your data, you must also store this citation in the same location. Analyses based on this data						
8196							
8197	CPT® copyright 2019 American Medical Association. All rights reserved.						
8198							
8199	<b>Field Names</b>						
8200							
8201	<b>Measures</b>						

Footer

**Correct** 👍

No blank rows or columns      No Subtotals

	A	B	C	D	E	F	G
1	<b>Institution</b>	<b>County</b>	<b>DRG_Service Line</b>	<b>DRG</b>	<b>DRG Description</b>	<b>Primary Payor</b>	<b>2019</b>
2	Hospital 1	Bannock, ID	Cardiology - Medical	282	Acute Myocardial Infarction	OTHER GOVERNMENT	1
3	Hospital 1	Bannock, ID	Orthopedics - Surgical	470	Major Hip and Knee Joint Re	MEDICAID HMO	2
4	Hospital 1	Bannock, ID	Orthopedics - Surgical	483	Major Joint and Limb Reatta	WORKERS COMPENSATION	1
5	Hospital 1	Bannock, ID	Psychiatry	885	Psychoses	WORKERS COMPENSATION	1
6	Hospital 1	Bannock, ID	Pulmonology	205	Other Respiratory System Di	MEDICAID HMO	1
7	Hospital 1	Bannock, ID	Spine	460	Spinal Fusion Except Cervica	MEDICARE	1
8	Hospital 1	Bannock, ID	Urology - Surgical	670	Transurethral Procedures w	OTHER GOVERNMENT	1
86378	Hospital Def	Twin Falls, ID	Vascular Services - Surg	253	Other Vascular Procedures v	SELF PAY	1
86379							
86380		<b>No Footer</b>					
86381							

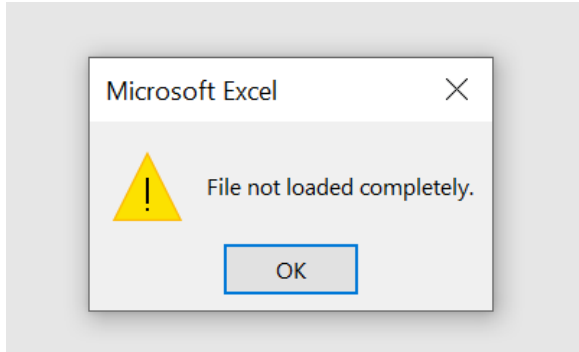
## Step 2 – Enable Power Pivot functionality in Microsoft Excel

### What is Power Pivot?

Power Pivot allows you to use Microsoft Excel to interact with large data sets. Without Power Pivot, Excel can only load data sets that are about one million rows long or smaller. The Power Pivot add-in enables you to parse larger data sets.

### How do I know if I need to use Power Pivot?

If you see an error like the one below when you attempt to open a file in Excel, you will need to use Power Pivot or other solution to load the entire file.



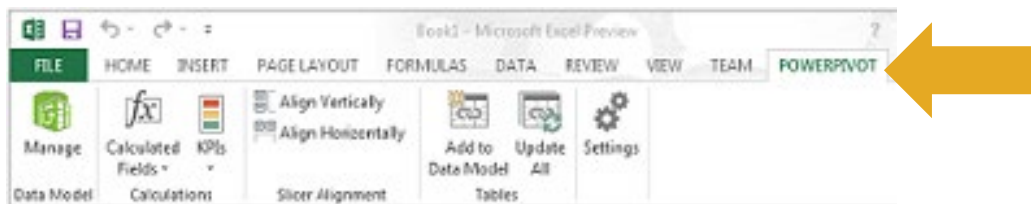
### Does my version of Excel support Power Pivot?

Most versions of Excel, beginning with Excel 2013 and newer, support this add-in feature. More information is available from the [Microsoft support site](#) on the specific versions that support Power Pivot.

### How to enable Power Pivot in Excel for the first time

1. Go to **File > Options > Add-Ins**.
2. In the **Manage** box, change the drop-down selection to **COM Add-ins** and then press **Go**.
3. Check the **Microsoft Office Power Pivot** box, then click **OK**. Be sure to select the **Power Pivot add-in for Excel** option.

The ribbon should now have a Power Pivot tab:



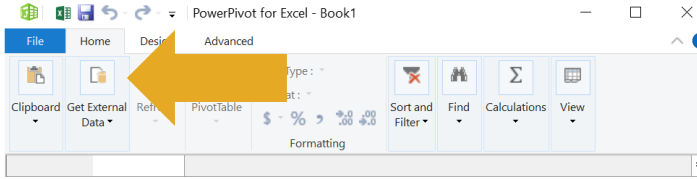
### Step 3 – Load the large dataset into Excel with Power Pivot

#### How to use Power Pivot to connect to your data set

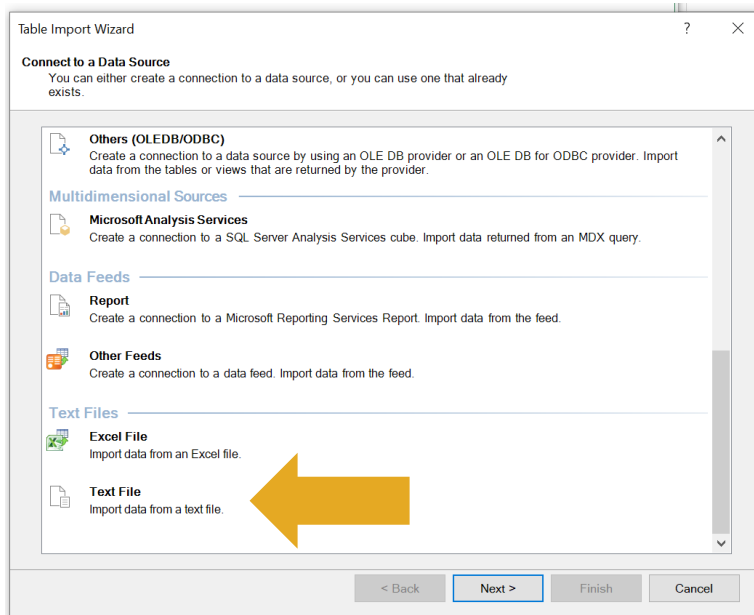
1. Click **Power Pivot**.
2. Click **Manage**. Now you're in the Power Pivot window.



3. Click **Get External Data** to use the Table Import Wizard to connect to the data set you want to interact with, then select **From Other Sources** to open the Table Import Wizard and get options for loading large Excel, CSV or text files.

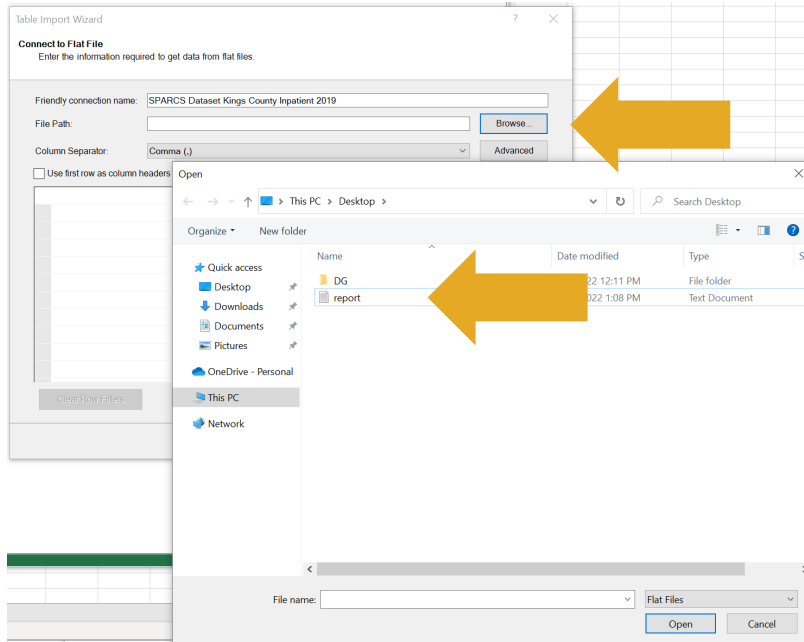


4. Scroll down in the Table Import Wizard menu to select either the text or Excel options (depending on how your output file is saved).
  - a. For CSV files you will also choose **Text File**.

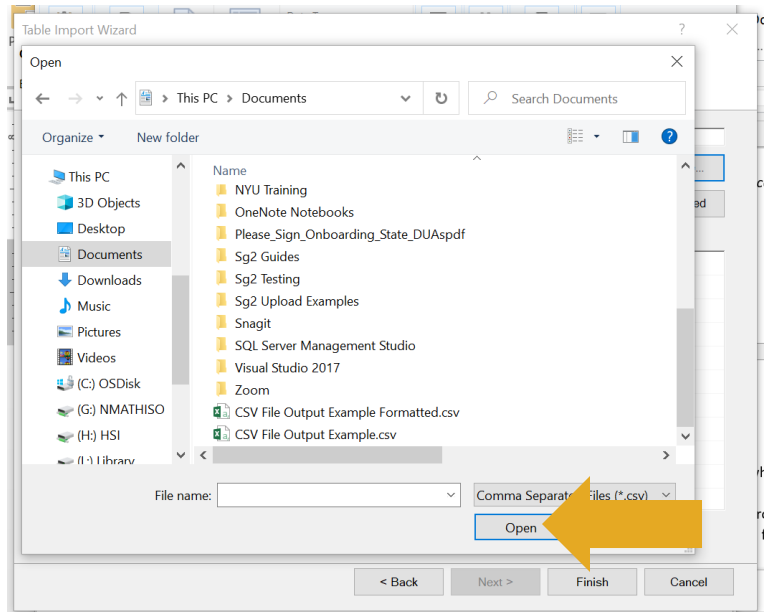


*NOTE: This example will assume the downloaded data file was configured with the text option.*

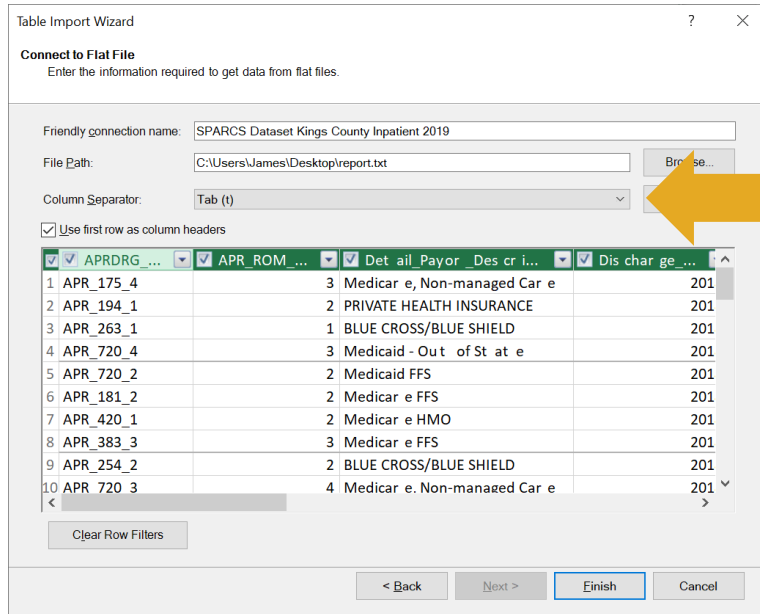
5. Give the data set a useful name – this will be what the data set is referred to in the Power Pivot tool.
6. Browse to locate the file you wish to have incorporated into Power Pivot.



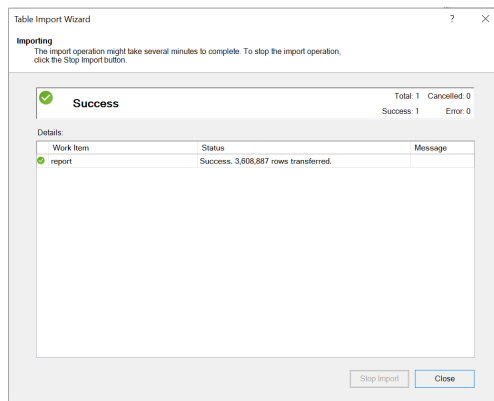
7. For CSV files change the file type to **Comma Separated Files** in the drop-down section when searching for your file.



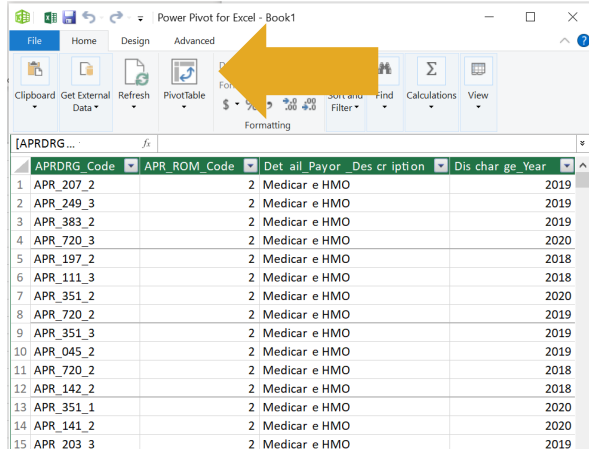
- For files configured as text, set the Column Separator value to be **Tab(t)** and check the **Use first row as column headers** box.



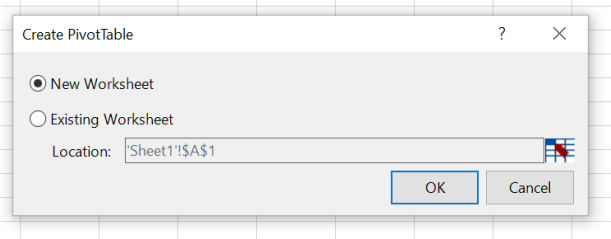
- Review the columns that will be created from the large data file – you can remove the check mark from any columns you do not want to have available to use in Power Pivot.
- Click **Finish**. You will see Excel working to import the large data set file. If you encounter any error messages, reach out to your IT team or the staff at DataGen. Successful completion of this process will result in the following screen:



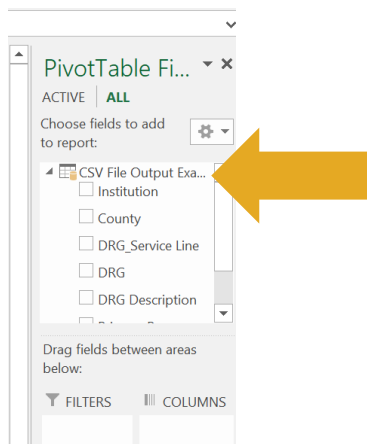
11. Select **Close** on the Table Import Wizard. The Power Pivot window will then show a summary of the data loaded from the large data file. Select the PivotTable icon to create a PivotTable using this newly connected data file.



a. Choose **New Worksheet** (new tab) or **Existing Worksheet** (current tab) and then press **OK**.



12. Click the triangle next to the file name (you used in step 5) in the PivotTable Fields section to the right to see all of the PivotTable fields.



You now have the functionality to analyze the large data in a PivotTable format.

## SUPPORT:

Please email [planningsupport@datagen.info](mailto:planningsupport@datagen.info) with any questions.