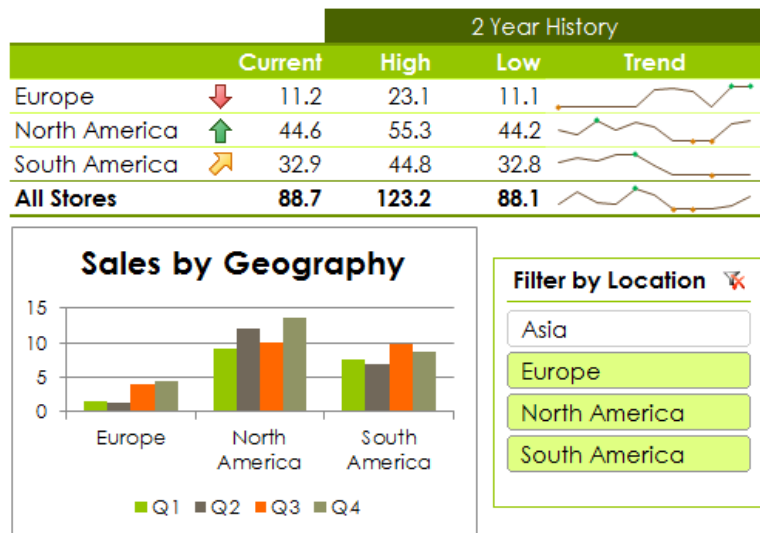# Excel 2010 Features & Benefits

Microsoft® Excel® 2010 makes it possible to analyze, manage, and share information in more ways than ever before, helping you make better, smarter decisions. New analysis and visualization tools help you track and highlight important data trends. Easily access your important data on the go from almost any Web browser or Windows® phone.[1] You can even upload your files to the Web and work simultaneously with others online. Whether you're producing financial reports or managing personal expenses, Excel 2010 gives you more efficiency and flexibility to accomplish your goals.

Analyze your data quickly and effectively.

Excel 2010 delivers powerful new features to help you discover patterns or trends that can lead to more-informed decisions and improve your ability to analyze large data sets using new analysis tools.

- Turn complexity into clarity. Get a visual summary of your data using tiny charts that fit within a cell near its corresponding values with new Sparklines.

- More intuitive filtering. Quickly filter large amounts of information in fewer steps than before using new Slicer functionality and enhance your PivotTable® view and PivotChart® view visual analysis.
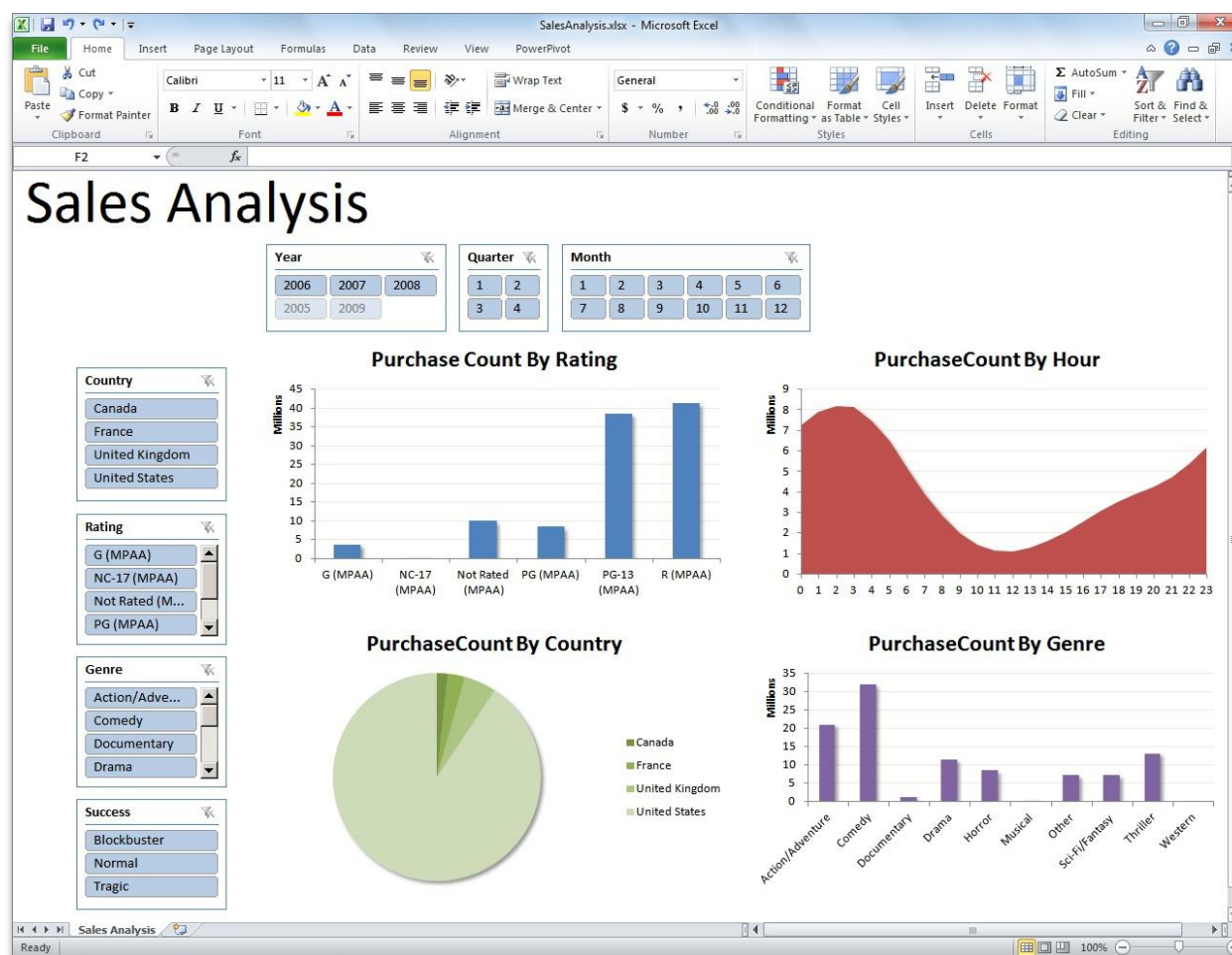

Get powerful analysis from your desktop.

The refinements and performance improvements in Excel 2010 make it easier and faster for you to accomplish your work.

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[1] Web and smartphone access require an appropriate device and some functionality requires an Internet connection. Web functionality uses Office Web Apps, which require a supported Internet Explorer®, Firefox, or Safari browser and either SharePoint Foundation 2010 or a Windows Live ID. Some mobile functionality requires Office Mobile 2010 which is not included in Office 2010 applications, suites, or Office Web Apps. There are some differences between the features of the Office Web Apps, Office Mobile 2010 and the Office 2010 applications.

- Quickly narrow your search. Use the new Search Filter to find the available filter options in your tables, PivotTable and PivotChart views. Find exactly what you are looking for amongst thousands—or even more than a million—of items, instantly.

- Get more power from Excel. PowerPivot for Excel 2010, a free add-in, lets you experience fast manipulation of large datasets (often in millions of rows) and streamlined data integration. And, you can effortlessly share your analysis through Microsoft SharePoint® 2010.[2]

- Work with massive amounts of information. Exceed the 2 gigabyte in-memory limit and maximize new and existing hardware investments by using the 64-bit version of Office 2010.[3]
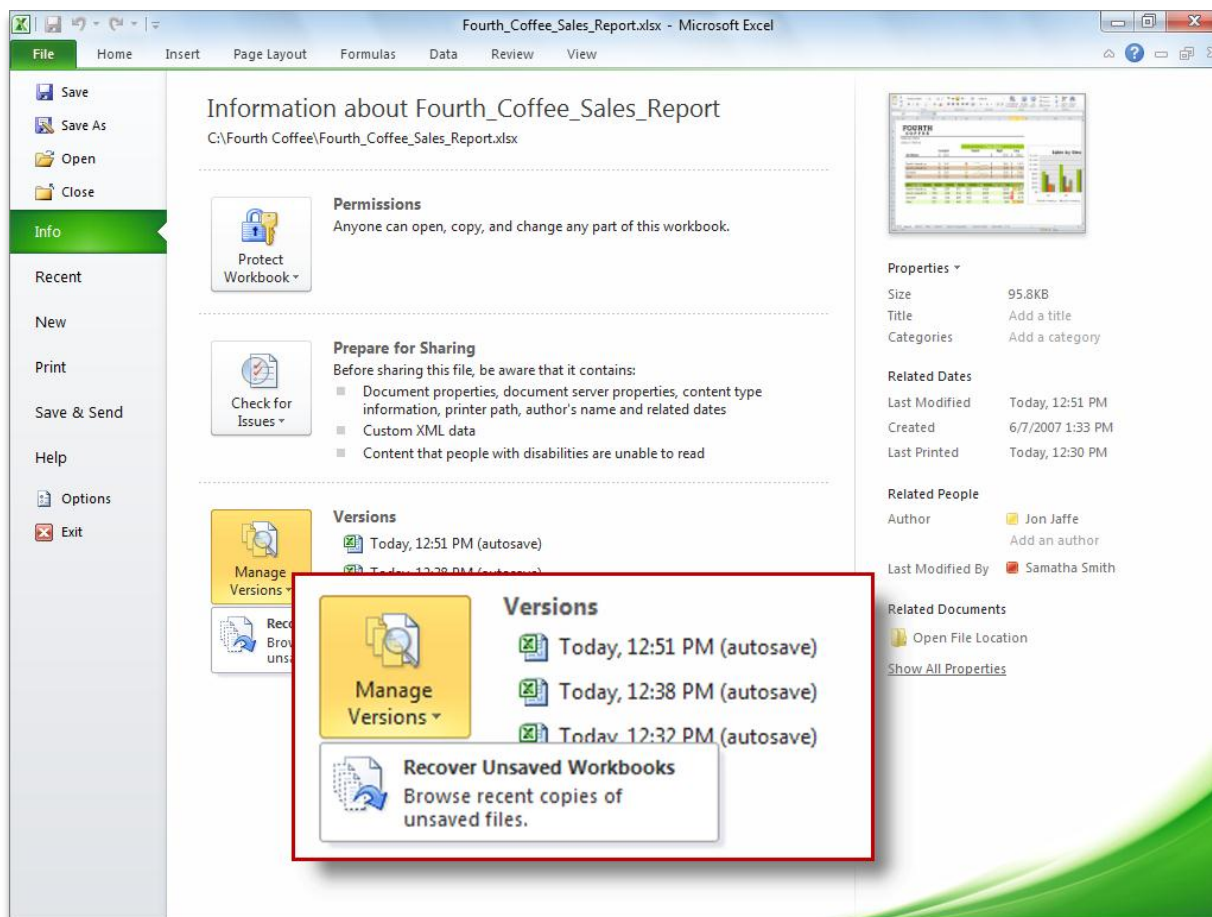
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[2] PowerPivot for Excel requires a free separate download. Available at: http://www.powerpivot.com. PowerPivot for SharePoint requires SQL Server® 2008 R2 Enterprise Edition or higher and SharePoint 2010.

[3] This option can only be installed on 64-bit systems. For installation instructions and more information visit: http://www.office.com/office64setup.

Save time, simplify your work, and increase your productivity.

It's much easier to create and manage your workbooks when you can work the way you want to work.

- Recover unsaved versions of files that you closed without saving! That's right. The version recovery feature is just one of many new features available from the new Microsoft Office Backstage™ view. Backstage view replaces the traditional File menu across the Office 2010 applications to provide a centralized, organized space for your workbook management tasks.
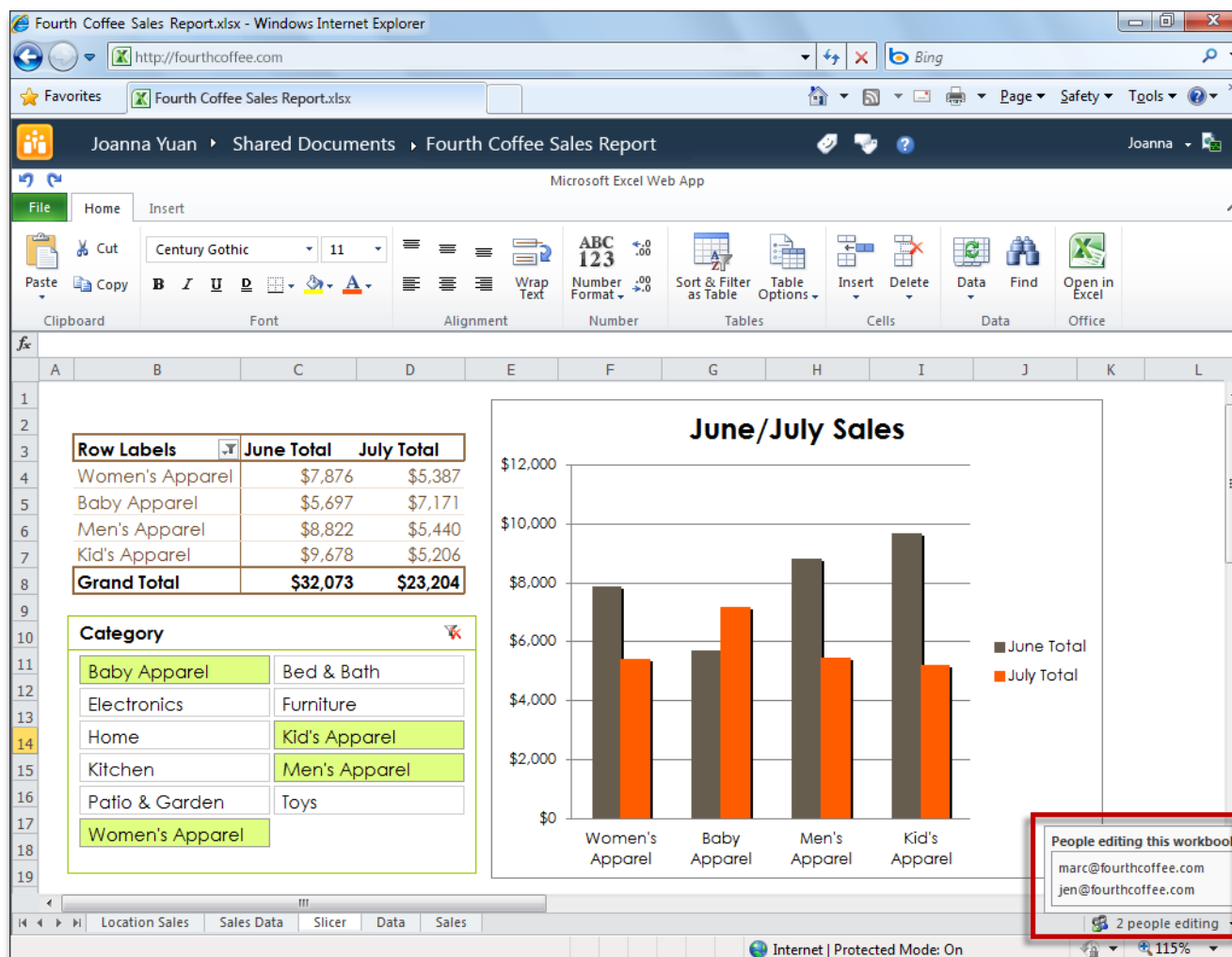

- Personalize the Excel 2010 experience to your work style. Easily customize the improved Ribbon to make the commands you need more accessible. Create custom tabs or even customize built-in tabs. With Excel 2010, you're in control.

Break down barriers and work together in new ways.

Excel 2010 offers easy ways to bring people together to increase work quality and work together on workbooks. Best of all, those with previous versions of Excel can still participate seamlessly.

- Share your analysis and results across your organization. SharePoint Excel Services lets you share your easy-to-read workbooks in a Web browser with your team while maintaining a single version of the workbook.[4]

- Work in unison with others. You can now work with other people simultaneously on the same workbook in almost any Web browser using Microsoft Excel Web App.[5]

- Corporate users in companies running SharePoint Foundation Services 2010 can use this functionality within their firewall.

- If you're in a small company or working on your own from home or school, all you need is a free Windows Live™ ID to simultaneously author workbooks with others.
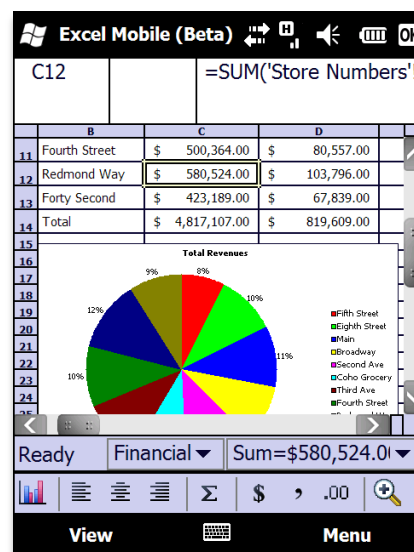
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[4] Microsoft Office Professional Plus 2010, Microsoft Office Professional Academic 2010, or Microsoft Excel 2010 when purchased as an individual application is required for publishing to Excel Services from Excel 2010.

[5] Office Web Apps include Excel Web App, Microsoft Word Web App, Microsoft PowerPoint® Web App, and Microsoft OneNote® Web App.

Access your workbooks anytime, anywhere.

Get the information you need, when and how you want it. Now you can easily access your workbooks by taking the Excel experience with you and stay on top of your needs while you're on the go.

- **Excel Web App:** Edit virtually anywhere. View and edit your workbooks in a Web browser when you're away from home, school, or your office.

- **Microsoft Excel Mobile 2010**: Bring big power to your small devices. Stay up to the minute by using a mobile version of Excel specifically suited to your Windows phone.[6] No desktop required.

Whether you're working on your personal budget or travel expenses, collaborating with a team on school or work projects—even if your workbooks exceed a million rows—Excel 2010 makes it easier to get what you need done quickly, with more flexibility, and with better results.

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[6] An appropriate device is required. Excel Mobile 2010 comes pre-installed on Windows phones (Windows Mobile® 6.5 or later). It will be released on Windows phones by the general availability of Microsoft Office 2010.