

How can I remove the Grand Total from a Pivot Table in Excel?

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June 27, 2024

RECOMMENDED CITATION

stats writer (2024). *How can I remove the Grand Total from a Pivot Table in Excel?*. PSYCHOLOGICAL SCALES. Retrieved from <https://scales.arabpsychology.com/?p=155591>

The process of removing the Grand Total from a Pivot Table in Excel involves accessing the Pivot Table Options and unchecking the "Show grand totals for columns/rows" box. This will remove the Grand Total from the table, allowing for a more specific and focused view of the data. By following this step, users can easily customize their Pivot Tables and present their data in a more concise and organized manner.

Excel: Remove Grand Total from Pivot Table

Often you may want to remove the grand total row from a pivot table in Excel.

Fortunately this is easy to do by using the Grand Totals button within the Design tab.

The following example shows exactly how to do so.

Example: Remove Grand Total from Excel Pivot Table

Suppose we have the following dataset in Excel that shows the points scored by basketball players on various teams:

| | A | B | C | D | E | F |
|----|-------------|---------------|---|---|---|---|
| 1 | Team | Points | | | | |
| 2 | Lakers | 15 | | | | |
| 3 | Lakers | 20 | | | | |
| 4 | Lakers | 20 | | | | |
| 5 | Lakers | 22 | | | | |
| 6 | Warriors | 19 | | | | |
| 7 | Warriors | 19 | | | | |
| 8 | Warriors | 19 | | | | |
| 9 | Warriors | 25 | | | | |
| 10 | Mavericks | 14 | | | | |
| 11 | Mavericks | 17 | | | | |
| 12 | Mavericks | 21 | | | | |
| 13 | Mavericks | 30 | | | | |
| 14 | | | | | | |
| 15 | | | | | | |
| 16 | | | | | | |
| 17 | | | | | | |
| 18 | | | | | | |
| 19 | | | | | | |
| 20 | | | | | | |

Now suppose we insert the following pivot table to summarize the sum of points by team:

| | A | B | C | D | E | F |
|----|-------------|---------------|---|--------------------|----------------------|---|
| 1 | Team | Points | | Row Labels | Sum of Points | |
| 2 | Lakers | 15 | | Lakers | 77 | |
| 3 | Lakers | 20 | | Mavericks | 82 | |
| 4 | Lakers | 20 | | Warriors | 82 | |
| 5 | Lakers | 22 | | Grand Total | 241 | |
| 6 | Warriors | 19 | | | | |
| 7 | Warriors | 19 | | | | |
| 8 | Warriors | 19 | | | | |
| 9 | Warriors | 25 | | | | |
| 10 | Mavericks | 14 | | | | |
| 11 | Mavericks | 17 | | | | |
| 12 | Mavericks | 21 | | | | |
| 13 | Mavericks | 30 | | | | |
| 14 | | | | | | |
| 15 | | | | | | |
| 16 | | | | | | |
| 17 | | | | | | |
| 18 | | | | | | |
| 19 | | | | | | |
| 20 | | | | | | |
| 21 | | | | | | |

By default, Excel creates a Grand Total row that shows the grand total of the points values.

To remove this Grand Total row, first click on any cell in the pivot table.

Then, click the Design tab along the top ribbon and then click the dropdown button titled Grand Totals, then click Off for Rows and Columns:

| | A | B | C | D | E | F |
|----|-------------|---------------|---|-------------------|----------------------|---|
| 1 | Team | Points | | Row Labels | Sum of Points | |
| 2 | Lakers | 15 | | Lakers | 77 | |
| 3 | Lakers | 20 | | Mavericks | 82 | |
| 4 | Lakers | 20 | | Warriors | 82 | |
| 5 | Lakers | 22 | | | | |
| 6 | Warriors | 19 | | | | |
| 7 | Warriors | 19 | | | | |
| 8 | Warriors | 19 | | | | |
| 9 | Warriors | 25 | | | | |
| 10 | Mavericks | 14 | | | | |
| 11 | Mavericks | 17 | | | | |
| 12 | Mavericks | 21 | | | | |
| 13 | Mavericks | 30 | | | | |
| 14 | | | | | | |
| 15 | | | | | | |
| 16 | | | | | | |
| 17 | | | | | | |
| 18 | | | | | | |
| 19 | | | | | | |
| 20 | | | | | | |

Note that within the Grand Totals dropdown menu, you can also choose to display the grand total only for the rows or columns if you'd like.

The following tutorials explain how to perform other common operations in Excel: