

How can I sort a pivot table in Excel by multiple columns?

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Pivot tables in Excel are a useful tool for organizing and analyzing large amounts of data. However, sometimes it may be necessary to sort the data in a pivot table by multiple columns in order to obtain a more comprehensive view of the data. This can be achieved by using the sorting function in Excel, which allows users to arrange data in ascending or descending order based on multiple criteria. By selecting the desired columns and setting the appropriate sorting options, users can effectively sort a pivot table in Excel by multiple columns, providing a more detailed and organized representation of the data.

Excel: Sort Pivot Table by Multiple Columns

Typically when you create a pivot table in Excel you're only able to sort by one column at a time.

For example, if we have the following pivot table then we would only be able to sort by either Sum of Points or Sum of Assists, but not by both columns:

	A	B	C	D	E	F	G
1	Team	Points	Assists		Row Labels ↓↑	Sum of Points	Sum of Assists
2	Warriors	20	4		Lakers	81	27
3	Lakers	13	8		Thunder	64	17
4	Lakers	15	8		Warriors	64	21
5	Lakers	35	6		Grand Total	209	65
6	Thunder	29	9				
7	Warriors	24	14				
8	Thunder	13	3				
9	Lakers	18	5				
10	Thunder	22	5				
11	Warriors	20	3				
12							
13							
14							
15							
16							

However, we can use the **Calculated Field** option to create a custom column that we can sort by and then delete.

The following step-by-step example shows how to do so.

Step 1: Enter Dataset

First, we'll enter the values for a dataset that contain information about various basketball players:

	A	B	C	D	E
1	Team	Points	Assists		
2	Warriors	20	4		
3	Lakers	13	8		
4	Lakers	15	8		
5	Lakers	35	6		
6	Thunder	29	9		
7	Warriors	24	14		
8	Thunder	13	3		
9	Lakers	18	5		
10	Thunder	22	5		
11	Warriors	20	3		
12					
13					
14					
15					
16					
17					

Step 2: Create the Pivot Table

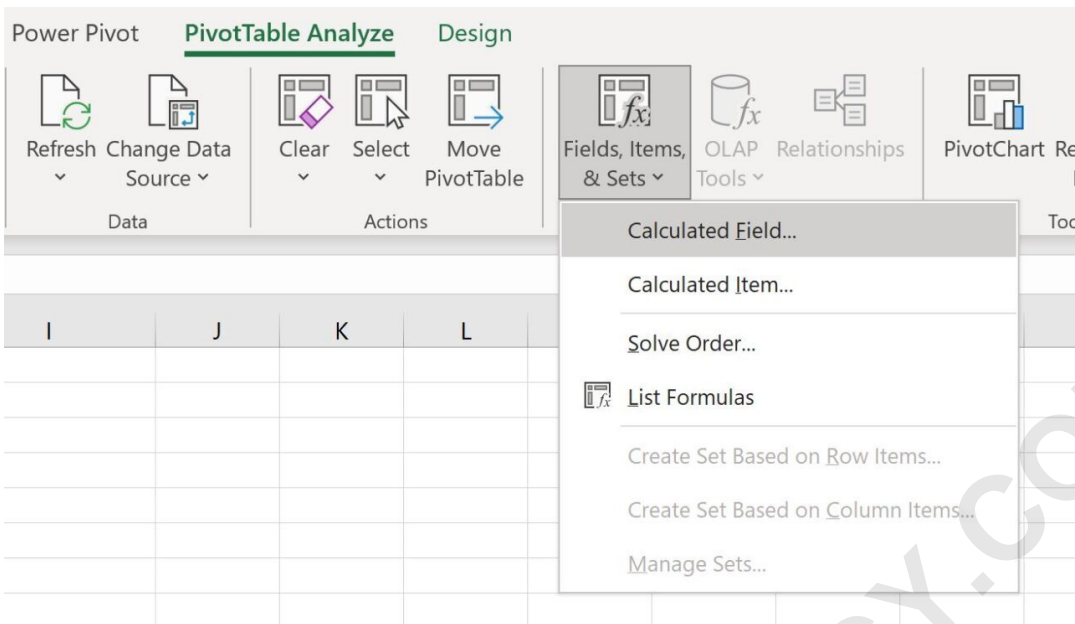
Next, let's create the following pivot table that summarizes the sum of the points and assists for each team:

	A	B	C	D	E	F	G
1	Team	Points	Assists		Row Labels	Sum of Points	Sum of Assists
2	Warriors	20	4		Lakers	81	27
3	Lakers	13	8		Thunder	64	17
4	Lakers	15	8		Warriors	64	21
5	Lakers	35	6		Grand Total	209	65
6	Thunder	29	9				
7	Warriors	24	14				
8	Thunder	13	3				
9	Lakers	18	5				
10	Thunder	22	5				
11	Warriors	20	3				
12							
13							
14							
15							
16							

Step 3: Add Calculated Field to Pivot Table

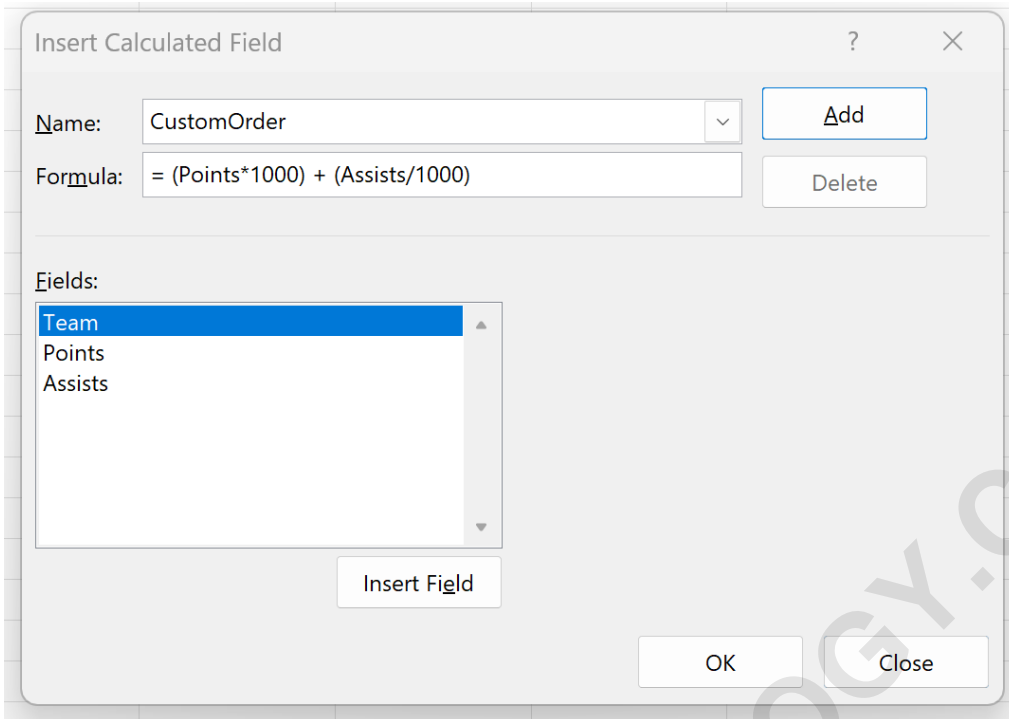
Suppose we would like to sort the rows in the pivot table first by Sum of Points from largest to smallest, then by Sum of Assists from largest to smallest.

To do so, we need to add a calculated field to the pivot table by clicking on any value in the pivot table, then clicking the PivotTable Analyze tab, then clicking Fields, Items & Sets, then Calculated Field:



In the new window that appears, type "CustomOrder" in the Name field, then type $= (\text{Points} * 1000) + (\text{Assists}/1000)$ in the Formula field.

Then click Add, then click OK.



This calculated field will automatically be added to the pivot table:

	E	F	G	H
Row Labels		Sum of Points	Sum of Assists	Sum of CustomOrder
Lakers		81	27	81000.027
Thunder		64	17	64000.017
Warriors		64	21	64000.021
Grand Total		209	65	209000.065

Note that this formula creates a new value that scales

Lastly, you can right click column H and then click Hide from the dropdown menu to hide this calculated field from the pivot table:

	E	F	G	I
	Row Labels	Sum of Points	Sum of Assists	
	Lakers	81	27	
	Warriors	64	21	
	Thunder	64	17	
	Grand Total	209	65	

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