

How to Easily Create a Pivot Table from Multiple Excel Sheets

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Pivot tables are arguably the most powerful feature within Excel, providing users with the ability to quickly summarize, analyze, and report on large quantities of data. While generating a pivot table from a single contiguous dataset is straightforward, the process becomes slightly more complex when the source data is distributed across multiple worksheets or tabs within the same workbook. This guide provides a detailed, step-by-step methodology for effectively combining and summarizing disparate datasets into one comprehensive analysis.

To successfully create a unified pivot table, the essential prerequisite is consolidating the dispersed data into a single, structured range. Traditionally, this involved manual copying and pasting, or using highly complex tools like the PivotTable and PivotChart Wizard (which is often hidden in newer Excel versions). Fortunately, modern Excel versions offer dynamic array formulas, such as the FILTER formula, which allow for efficient, non-destructive data consolidation.

The following example illustrates a robust method for consolidating data from several sheets and generating a single, powerful pivot table for analysis.

This detailed example walks through the necessary procedures to combine and analyze information spread across multiple Excel worksheets.

Step 1: Preparing the Dispersed Source Data

For this demonstration, we will assume we are tracking sales figures across two separate reporting periods stored in two distinct sheets titled **week1** and **week2**. It is crucial that the structure--specifically the column headers and data types--is identical across all sheets intended for consolidation.

The data in **Week1** is structured as follows, containing columns for Store, Product, and Sales:

	A	B	C	D	E	F	G
1	Store	Product	Sales				
2	South	A	7				
3	South	A	12				
4	South	B	14				
5	South	C	10				
6	South	C	8				
7	North	A	20				
8	North	A	21				
9	North	A	14				
10	North	B	8				
11	North	C	17				
12							
13							
14							
15							
16							
17							

Similarly, the data in **Week2** maintains the exact same structure to ensure seamless integration:

	A	B	C	D	E	F	G	H	I
1	Store	Product	Sales						
2	South	A	4						
3	South	B	6						
4	South	B	5						
5	South	B	10						
6	South	C	13						
7	North	A	8						
8	North	B	9						
9	North	B	13						
10	North	C	19						
11	North	C	5						
12									
13									
14									
15									
16									
17									

Our objective is to create a single analytical pivot table that summarizes the total sales figures from both the **week1** and **week2** datasets simultaneously.

Step 2: Implementing Data Consolidation into a Single Range

Before the pivot table can be generated, all data must reside within one continuous range on a single sheet. This single range will serve as the definitive source for the pivot table. We will use the **week1** sheet as our primary consolidation location, appending the data from **week2** directly beneath the data from **week1**.

We utilize the powerful FILTER formula, a dynamic array function, to efficiently pull the required data from the secondary sheet. This approach is highly recommended as it automatically updates the consolidated range if the source data in **week2** changes.

The formula is constructed to select specific columns and ensure that only rows containing actual data are returned, preventing blank entries from disrupting the consolidated dataset. The formula syntax required for this specific consolidation task is detailed below:

```
=FILTER(week2!A2:C11, week2!A2:A11<>"")
```

Step 3: Applying the Dynamic Array Formula

To execute the consolidation, select the first empty cell directly beneath the final row of the **week1** data. In our current example, this means typing the formula into cell **A12** of the **week1** sheet. The use of a dynamic array function means that entering the formula into this single cell will automatically "spill" the results across the required number of rows and columns, creating the unified dataset.

	A	B	C	D	E	F	G	H
1	Store	Product	Sales					
2	South	A	7					
3	South	A	12					
4	South	B	14					
5	South	C	10					
6	South	C	8					
7	North	A	20					
8	North	A	21					
9	North	A	14					
10	North	B	8					
11	North	C	17					
12	South	A	4					
13	South	B	6					
14	South	B	5					
15	South	B	10					
16	South	C	13					
17	North	A	8					
18	North	B	9					
19	North	B	13					
20	North	C	19					
21	North	C	5					
22								
23								
24								
25								

This specific implementation of the FILTER formula instructs Excel to look at the data range **A2:C11** on the **week2** sheet and return only the rows where the corresponding entry in column A (the criterion range **A2:A11**) is not blank (""). This effectively excludes headers and any empty rows, ensuring a clean consolidation.

Upon successful execution, all rows from both the **week1** and **week2** sheets will be combined into a single, continuous dataset spanning cells **A1** through **C21** on the **week1** sheet, now ready to be used as the source for the analytical tool.

Step 4: Initiating the Pivot Table Wizard

With the data now consolidated, the pivot table creation process is identical to that of a single-sheet dataset. First, ensure any cell within the newly consolidated range (A1:C21) is selected. Navigate to the **Insert** tab on the Excel ribbon and click the **PivotTable** button.

A new dialog box, **Create PivotTable**, will appear. Since the range was preselected, the table range input should automatically display the correct range (e.g., Sheet1!\$A\$1:\$C\$21). Confirm that the **Choose the data that you want to analyze** selection correctly references the entire consolidated range. Then, select where you want the pivot table to be placed--typically **New Worksheet** is the safest option--and click **OK**.

	A	B	C	D	E	F	G	H	I	J
1	Store	Product	Sales							
2	South	A	7							
3	South	A	12							
4	South	B	14							
5	South	C	10							
6	South	C	8							
7	North	A	20							
8	North	A	21							
9	North	A	14							
10	North	B	8							
11	North	C	17							
12	South	A	4							
13	South	B	6							
14	South	B	5							
15	South	B	10							
16	South	C	13							
17	North	A	8							
18	North	B	9							
19	North	B	13							
20	North	C	19							
21	North	C	5							
22										
23										
24										
25										
26										
27										

The screenshot shows the 'PivotTable from table or range' dialog box. The 'Table/Range' field is set to 'week1!\$A\$1:\$C\$21'. Under 'Choose where you want the PivotTable to be placed', the 'Existing Worksheet' radio button is selected, and the 'Location' field is set to 'week1!\$E\$2'. The 'Add this data to the Data Model' checkbox is unchecked. The 'OK' and 'Cancel' buttons are visible at the bottom right of the dialog.

Step 5: Configuring the PivotTable Fields for Analysis

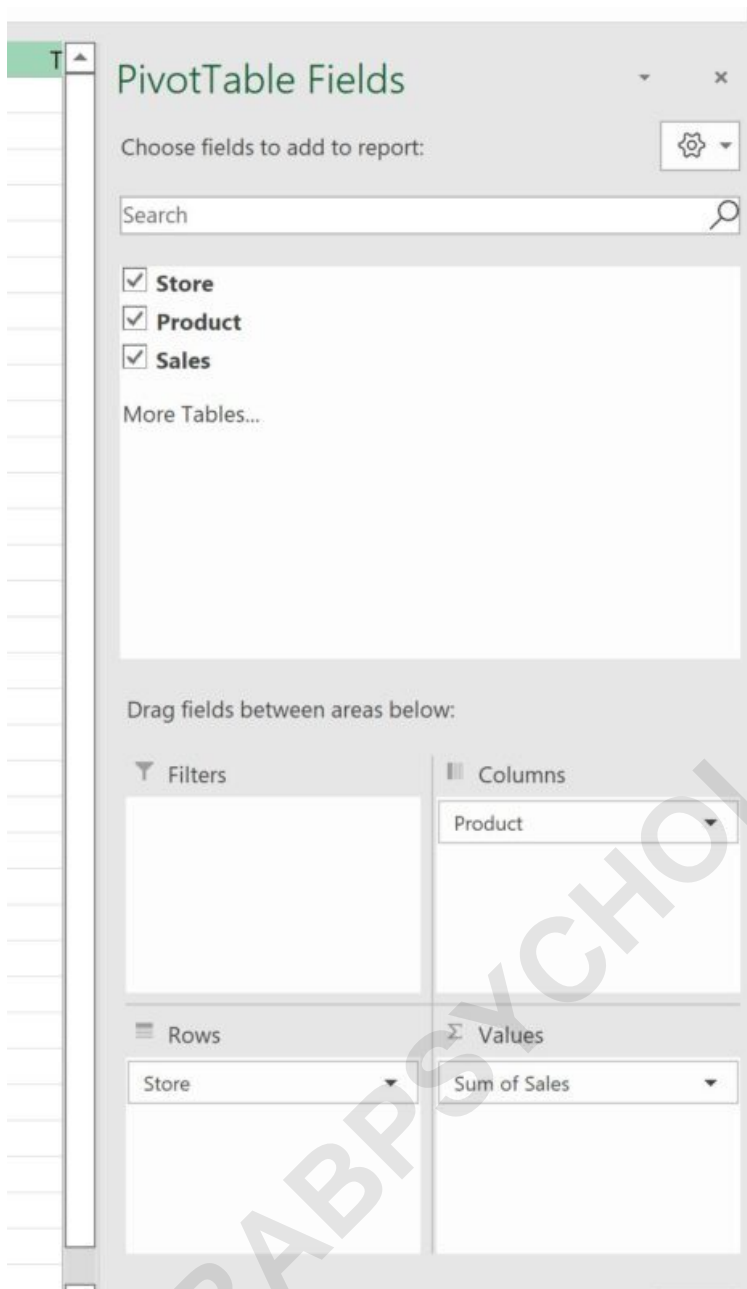
Once the pivot table structure is initialized on the new sheet, the **PivotTable Fields** panel will appear on the right side of the screen. This panel allows you to define how the consolidated data should be aggregated and displayed. Effective field placement is critical for meaningful analysis.

For our sales summary, we require the following configuration to cross-tabulate sales by Store and Product:

Drag **Store** into the **Rows** box to display each store name vertically.

Drag **Product** into the **Columns** box to display each product category horizontally.

Drag **Sales** into the **Values** box. By default, Excel will perform a **Sum of Sales** calculation, which is suitable for aggregating the weekly totals.



Step 6: Reviewing the Final Consolidated Pivot Table

As soon as the fields are dropped into their respective areas, the pivot table will automatically populate and calculate the aggregated results. This final view presents a comprehensive, two-week summary of sales performance, synthesized from the disparate source worksheets.

fx Sum of Sales							
	D	E	F	G	H	I	J
7		Sum of Sales	Column Labels				
2		Row Labels	A	B	C	Grand Total	
4		North		63	30	41	134
0		South		23	35	31	89
8		Grand Total		86	65	72	223
0							
1							
4							
8							
7							
4							
6							
5							
0							
3							
8							
9							
3							

The resulting table provides an immediate overview of total sales per store, broken down by product, encompassing all transactions recorded in both the **week1** and **week2** source sheets. This dynamic consolidation method ensures that future updates to the source data will automatically flow into the consolidated range and can be refreshed in the pivot table with a single click.

Conclusion: Benefits of Dynamic Consolidation

The technique of using dynamic array formulas like FILTER for data consolidation represents a significant advancement over older, static methods. By consolidating the data dynamically, analysts ensure accuracy and save significant time when dealing with continually updating multi-sheet reports. This approach keeps the source data intact while providing a unified view necessary for powerful summary tools like the pivot table.