

DATA SUMMARIZATION REPORTING TOOL

A professional reporting solution by My Excel Solutions

PIVOT + SUBTOTAL + MANAGEMENT REPORTING - ALL-IN-ONE COMBO

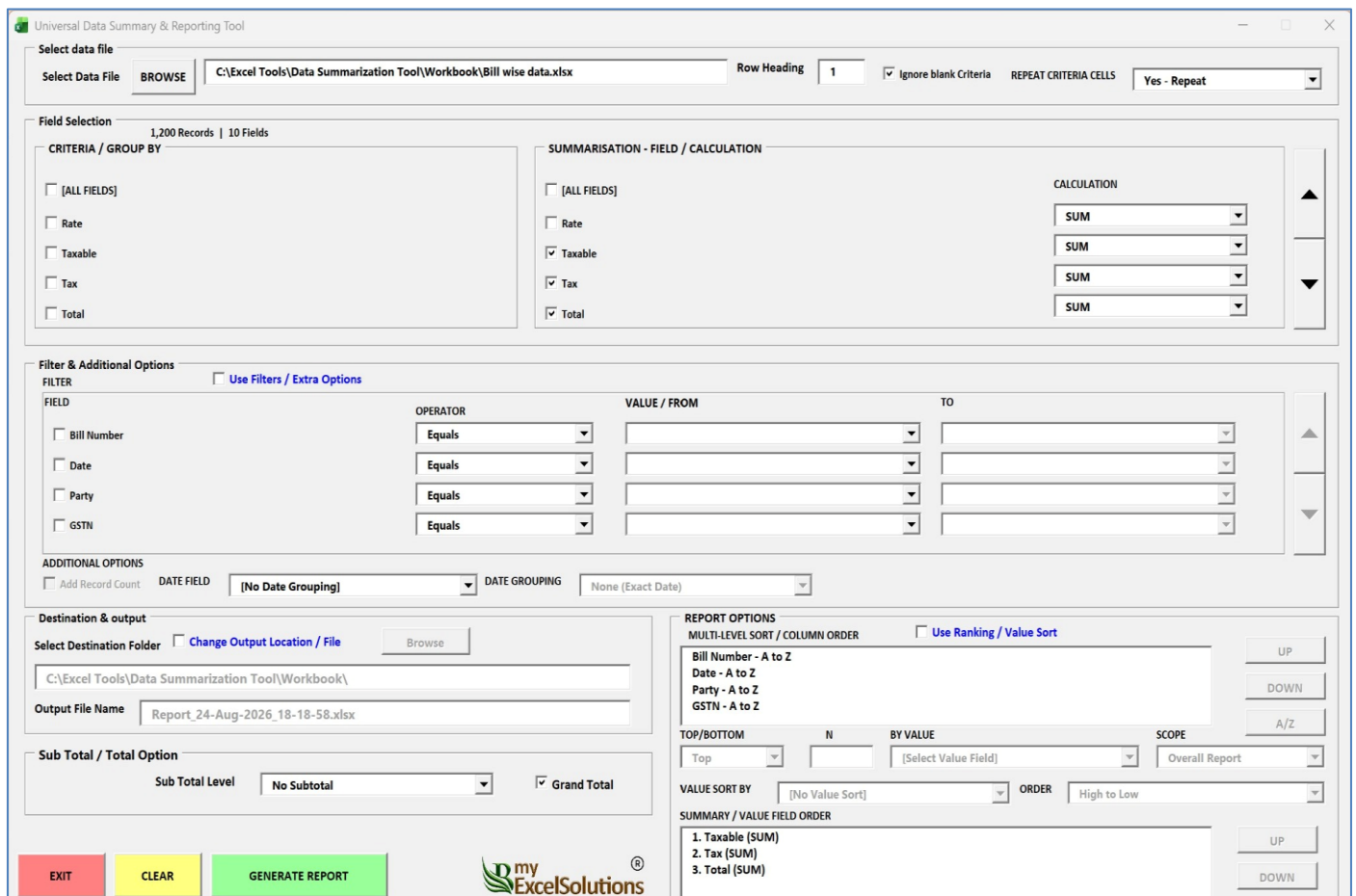
Raw Data In. Management-Ready Report Out.

Create structured, presentation-ready Excel reports in a few clicks - without rebuilding PivotTables or manually sorting data for subtotals.

Automatic Subtotals - No Manual Sorting Required

Choose your grouping hierarchy, summary fields and subtotal level. The tool produces an ordered, subtotaed report automatically, with optional Grand Total.

PIVOT Ad-hoc analysis	SUBTOTAL No manual sorting	MANAGEMENT REPORT Standardized output
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The screenshot shows the 'Universal Data Summary & Reporting Tool' interface. It includes sections for 'Select data file', 'Field Selection', 'Filter & Additional Options', 'Destination & output', and 'Sub Total / Total Option'. The 'Field Selection' section shows criteria for grouping by (Rate, Taxable, Tax, Total) and summarization fields (Rate, Taxable, Tax, Total). The 'Filter & Additional Options' section includes filters for Bill Number, Date, Party, and GSTN. The 'Destination & output' section shows the output file name 'Report_24-Aug-2026_18-18-58.xlsx'. The 'Sub Total / Total Option' section shows 'No Subtotal' and 'Grand Total' options. The 'REPORT OPTIONS' section includes 'MULTI-LEVEL SORT / COLUMN ORDER' and 'Use Ranking / Value Sort' options. The 'SUMMARY / VALUE FIELD ORDER' section shows a list of fields: 1. Taxable (SUM), 2. Tax (SUM), 3. Total (SUM).

Main UserForm - Criteria, Summary, Filters, Ranking, Subtotal and Output controls in one workflow.

SUMMARY Clean grouped summaries	SUBTOTAL First Group / All Group Levels	DETAIL Management-ready bill-level output
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WHY THIS TOOL?

Compare it with Pivot, manual subtotal methods and generic AI help

FEATURE	THIS TOOL	PIVOTTABLE	MANUAL SUBTOTAL	AI TOOLS
Guided workflow	Point-and-click guided flow; built-in order and output rules.	Flexible, but user decides structure and layout.	Manual sequence; easy to miss steps.	Can suggest steps, but execution depends on prompts and user review.
Automatic subtotals	First Group or All Group Levels with optional Grand Total.	Subtotals possible inside Pivot structures.	Requires sorting plus Data > Subtotal or formulas.	Can explain formulas or methods, but does not enforce the report structure.
No manual sorting for subtotals	Sorting is handled inside the reporting workflow.	Sort affects presentation and analysis; user manages it.	Sorting is required before applying Subtotal.	Can remind users to sort, but typically does not control the workbook process.
Multi-level grouping	Multiple Criteria fields with independent Up/Down order.	Strong grouping capability for analysis.	Manual sorting and sectioning.	Can suggest grouping logic; user still builds the file/output.
Top / Bottom N + value sort	Top/Bottom N by selected value, including Within First Group.	Top/Bottom filtering available for Pivot analysis.	Manual filtering/sorting required.	Can explain methods; user validates the result.
Audit-ready heading	Report records source, generated time, Criteria, filters, sort, subtotal and Grand Total choices.	No fixed management header by default.	No automatic audit header.	Can draft headers, but they are not tied automatically to workbook settings.
Repeatable share-ready output	Consistent formatted XLSX report every run.	Excellent interactive view; layout can change with user actions.	Output depends on manual steps.	Output quality depends on prompting, formatting and validation.
Best use case	Standardized recurring management reporting.	Ad-hoc exploration, slicing and interactive analysis.	Small one-off subtotal tasks with full manual control.	Ideas, assistance, formulas and learning; best with user verification.

Best for repeatable management reports

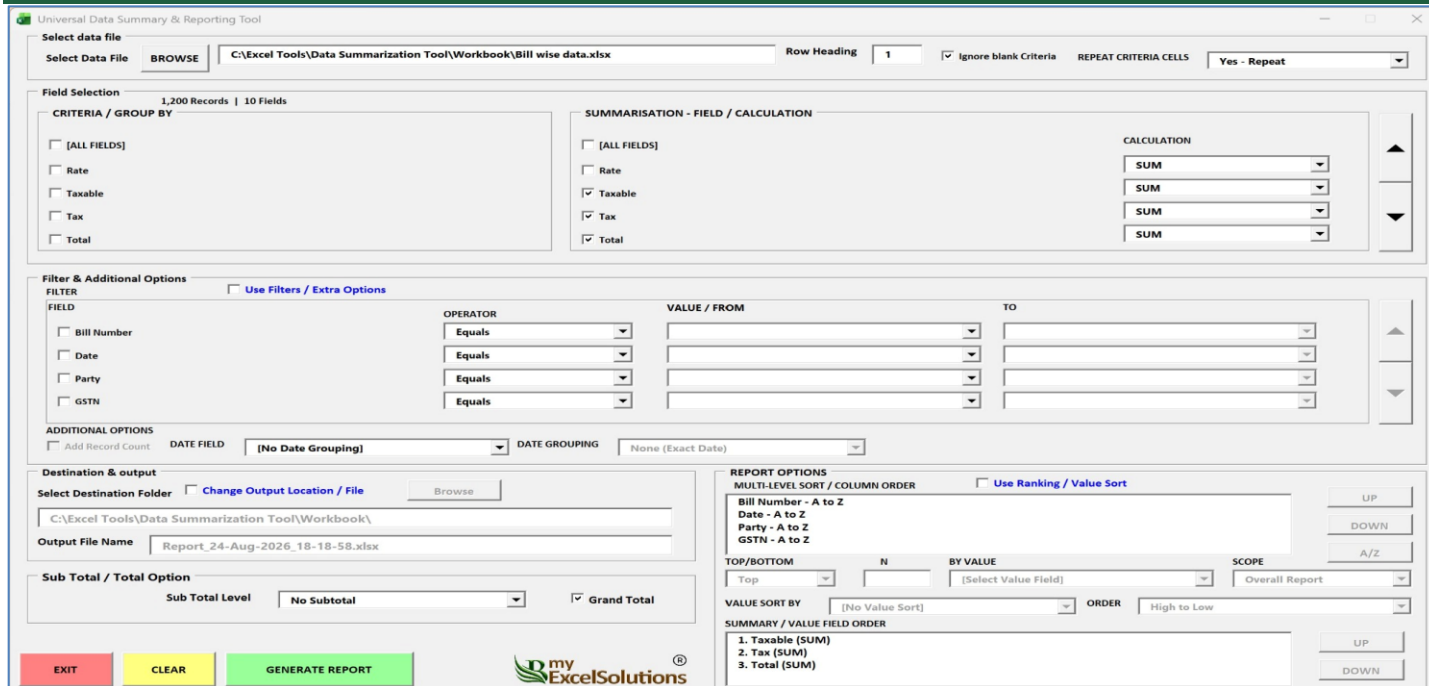
Use this tool when the same reporting pattern must be produced again and again with consistent rules, subtotals and headings.

Pivot remains excellent for exploration

Use Pivot for interactive analysis. Use this tool when you need a standardized, share-ready management report with less manual setup.

FROM BASIC SUMMARY TO ADVANCED REPORT

Use only what you need - optional sections stay out of the way until enabled



The screenshot shows the main interface of the 'Universal Data Summary & Reporting Tool'. It includes sections for:

- Select data file:** A file browser showing 'C:\Excel Tools\Data Summarization Tool\Workbook\Bill wise data.xlsx'.
- Field Selection:** A section with 'CRITERIA / GROUP BY' and 'SUMMARISATION - FIELD / CALCULATION' tabs. The 'CRITERIA / GROUP BY' tab shows checkboxes for Rate, Taxable, Tax, and Total. The 'SUMMARISATION - FIELD / CALCULATION' tab shows checkboxes for Rate, Taxable, Tax, and Total, along with a 'CALCULATION' dropdown menu.
- Filter & Additional Options:** A section with 'FILTER' and 'ADDITIONAL OPTIONS' tabs. The 'FILTER' tab shows checkboxes for Bill Number, Date, Party, and GSTN, along with 'OPERATOR' and 'VALUE / FROM' dropdowns. The 'ADDITIONAL OPTIONS' tab shows checkboxes for Add Record Count, DATE FIELD, and DATE GROUPING.
- Destination & output:** A section with 'Select Destination Folder' and 'Output File Name' fields.
- Sub Total / Total Option:** A section with 'Sub Total Level' and 'Grand Total' checkboxes.
- REPORT OPTIONS:** A section with 'MULTI-LEVEL SORT / COLUMN ORDER' and 'TOP/BOTTOM' tabs. The 'MULTI-LEVEL SORT / COLUMN ORDER' tab shows checkboxes for Bill Number - A to Z, Date - A to Z, Party - A to Z, and GSTN - A to Z. The 'TOP/BOTTOM' tab shows checkboxes for Top, Bottom, and Overall Report.

Main interface - source, Criteria, Summary, optional Filters/Ranking, Subtotal and output controls.

1 Browse Source File	2 Select Criteria / Group By	3 Select Summary Fields	4 Optional Filters / Extra Options	5 Ranking / Value Sort / Output Change	6 Generate Report
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Basic Mode Browse source -> select Criteria -> select Summary -> Generate Report.	Advanced Mode Turn on Filters / Extra Options, Ranking / Value Sort and Change Output only when needed.
Column Order Control Criteria order and Summary field order are independently adjustable.	Audit-Friendly Heading The report records Criteria, sorting, filters, repeat settings, subtotal mode and Grand Total choice.

Simple by default. Powerful when needed.

Optional sections stay disabled until enabled, so everyday users can follow the basic Browse -> Criteria -> Summary -> Generate Report workflow without being overwhelmed.

50 source fields Wide source structure support	SUM / COUNT / AVG / MIN / MAX Flexible calculations	Date grouping Exact / Day / Month / Quarter / Year	XLS / XLSX / CSV One workflow for common files
Top / Bottom N Overall or Within First Group	Repeat / Suppress Management-style labels	First / All Level Subtotals Grand Total control	Timestamped XLSX Ready-to-share output

MANAGEMENT-READY OUTPUTS

Different questions. One reporting engine.

DATA SUMMARY REPORT

Source: Bill wise data.xlsx | Source Records: 1,200 | Generated: 24-Aug-2026 18:25

Criteria: Item, Party, Date [Month] | Sort: Item - A to Z > Party - A to Z > Date - A to Z | Top 3 by Taxable (SUM) [First Group]
Options: Ignore Blank=Yes; Repeat Cells=No; Subtotal=First Group Only; Grand Total=Yes

Item	Party	Date	Qty (SUM)	Taxable (SUM)
	Pioneer Commercials	Aug-2025	50.00	2,450.00
	Sunrise Stationers	Oct-2024	48.00	2,496.00
Sugar Pack SUBTOTAL			142.00	7,322.00
Tea Bags	Epsilon Distributors	Jan-2025	50.00	10,800.00
	Reliable Traders	May-2025	46.00	9,660.00
	Vertex Solutions	Mar-2026	85.00	16,822.00
Tea Bags SUBTOTAL			181.00	37,282.00
USB Drive 32GB	Alpha Traders	Oct-2025	51.00	34,497.00
	Gamma Retail	Jun-2024	46.00	32,292.00
	National Trading Co.	Sep-2024	48.00	32,736.00
USB Drive 32GB SUBTOTAL			145.00	99,525.00
Webcam	Mahavir Enterprises	Jun-2025	50.00	1,12,000.00
	Silverline Distributors	Nov-2025	50.00	1,15,500.00
	Unity Business Solutions	Oct-2025	48.00	1,03,680.00
Webcam SUBTOTAL			148.00	3,31,180.00
Whiteboard	Beta Industries	Dec-2024	61.00	92,520.00
	Galaxy Infotech	Dec-2025	42.00	66,360.00
		Jun-2025	46.00	65,320.00
Whiteboard SUBTOTAL			149.00	2,24,200.00
GRAND TOTAL			4,829.00	71,26,272.00

DATA SUMMARY REPORT

Source: Bill wise data.xlsx | Source Records: 1,200 | Generated: 24-Aug-2026 18:20

Criteria: Bill Number, Date, Party, GSTN | Sort: Bill Number - A to Z > Date - A to Z > Party - A to Z > GSTN - A to Z
Options: Ignore Blank=Yes; Repeat Cells=Yes; Subtotal=No Subtotal; Grand Total=Yes

Bill Number	Date	Party	GSTN	Taxable (SUM)	Tax (SUM)	Total (SUM)
INV-1327	18-Feb-2026	Orbit Technologies	24WWWWW2424W1Z4	30,936.00	5,568.48	36,504.48
INV-1328	20-Feb-2026	Epsilon Distributors	24EEEEEE5555E1Z5	1,34,850.00	24,273.00	1,59,123.00
INV-1329	21-Feb-2026	Krishna Marketing	24KKKKK1212K1Z2	1,98,570.00	35,742.60	2,34,312.60
INV-1330	24-Feb-2026	Prime Tech Systems	24HHHHH8888H1Z8	2,05,840.00	37,051.20	2,42,891.20
INV-1331	28-Feb-2026	National Trading Co.	24PPPPP1717P1Z7	1,00,840.00	18,151.20	1,18,991.20
INV-1332	01-Mar-2026	Vertex Solutions	24LLLLL1313L1Z3	1,05,596.00	19,007.28	1,24,603.28
INV-1333	05-Mar-2026	Vertex Solutions	24LLLLL1313L1Z3	1,67,816.00	30,206.88	1,98,022.88
INV-1334	05-Mar-2026	Sunrise Stationers	24IIIII9999I1Z9	96,603.00	17,388.54	1,13,991.54
INV-1335	08-Mar-2026	Delta Enterprises	24DDDDD4444D1Z4	80,416.00	14,474.88	94,890.88
INV-1336	08-Mar-2026	Royal Enterprises	24MMMMM1414M1Z4	67,746.00	12,194.28	79,940.28
INV-1337	13-Mar-2026	Reliable Traders	24XXXXX2525X1Z5	1,37,970.00	24,834.60	1,62,804.60
INV-1338	15-Mar-2026	Metro Business House	24JJJJJ1010J1Z0	9,872.00	1,776.96	11,648.96
INV-1339	16-Mar-2026	Sunrise Stationers	24IIIII9999I1Z9	1,08,644.00	19,555.92	1,28,199.92
INV-1340	17-Mar-2026	Reliable Traders	24XXXXX2525X1Z5	22,620.00	4,071.60	26,691.60
INV-1341	18-Mar-2026	Krishna Marketing	24KKKKK1212K1Z2	6,180.00	1,112.40	7,292.40
INV-1342	20-Mar-2026	Gamma Retail	24CCCCC3333C1Z3	1,26,078.00	22,694.04	1,48,772.04
INV-1343	25-Mar-2026	Mahavir Enterprises	24UUUUU2222U1Z2	3,55,048.00	63,908.64	4,18,956.64
INV-1344	28-Mar-2026	Alpha Traders	24AAAAA1111A1Z1	3,67,564.00	66,161.52	4,33,725.52
INV-1345	31-Mar-2026	Sunrise Stationers	24IIIII9999I1Z9	1,20,920.00	21,765.60	1,42,685.60
GRAND TOTAL				4,60,84,745.00	82,95,254.10	5,43,79,999.10

DATA SUMMARY REPORT			
Source: Bill wise data.xlsx Source Records: 1,200 Generated: 24-Aug-2026 18:25			
Criteria: Item, Party Sort: Item - A to Z > Party - A to Z Top 3 by Taxable (SUM) [First Group] Options: Ignore Blank=Yes; Repeat Cells=No; Subtotal=First Group Only; Grand Total=Yes			
Item	Party	Qty (SUM)	Taxable (SUM)
Tea Bags	Alpha Traders	146.00	29,514.00
	Epsilon Distributors	103.00	21,666.00
	Vertex Solutions	139.00	27,454.00
Tea Bags SUBTOTAL		388.00	78,634.00
USB Drive 32GB	Gamma Retail	82.00	54,540.00
	National Trading Co.	121.00	79,237.00
	Vertex Solutions	67.00	45,694.00
USB Drive 32GB SUBTOTAL		270.00	1,79,471.00
Webcam	Beta Industries	106.00	2,28,850.00
	Silverline Distributors	123.00	2,74,450.00
	Unity Business Solutions	140.00	3,12,540.00
Webcam SUBTOTAL		369.00	8,15,840.00
Whiteboard	Beta Industries	109.00	1,68,600.00
	Galaxy Infotech	101.00	1,53,460.00
	Silverline Distributors	98.00	1,44,320.00
Whiteboard SUBTOTAL		308.00	4,66,380.00
GRAND TOTAL		9,578.00	1,49,98,262.00

DATA SUMMARY REPORT		
Source: Bill wise data.xlsx Source Records: 1,200 Generated: 24-Aug-2026 18:24		
Criteria: Item Sort: Item - A to Z Top 3 by Taxable (SUM) [First Group] Options: Ignore Blank=Yes; Repeat Cells=No; Subtotal=No Subtotal; Grand Total=Yes		
Item	Qty (SUM)	Taxable (SUM)
Monitor	981.00	80,20,720.00
Mouse	1,056.00	3,17,184.00
Notebooks	947.00	47,680.00
Office Table	1,415.00	92,22,480.00
Packing Tape	1,108.00	1,32,486.00
Pens Box	876.00	87,583.00
Power Bank	1,183.00	17,80,920.00
Printer Cartridge	1,181.00	21,45,650.00
Printer Paper	916.00	1,81,320.00
Router	975.00	27,92,340.00
Stapler	1,171.00	2,12,795.00
Sugar Pack	968.00	49,212.00
Tea Bags	889.00	1,81,536.00
USB Drive 32GB	952.00	6,25,435.00
Webcam	1,079.00	23,80,570.00
Whiteboard	1,033.00	15,52,570.00
GRAND TOTAL	30,710.00	4,60,84,745.00

DATA SUMMARY REPORT					
Source: Bill wise data.xlsx Source Records: 1,200 Generated: 24-Aug-2026 18:10					
Criteria: Party, Item Sort: Party - A to Z > Item - A to Z Options: Ignore Blank=Yes; Repeat Cells=No; Subtotal=All Group Levels; Grand Total=Yes					
Party	Item	Qty (SUM)	Taxable (SUM)	Tax (SUM)	Total (SUM)
Western Commercial	A4 Labels Pack	42.00	13,131.00	2,363.58	15,494.58
	Calculator	99.00	34,662.00	6,239.16	40,901.16
	Cleaning Kit	112.00	45,304.00	8,154.72	53,458.72
	Coffee Beans	42.00	45,360.00	8,164.80	53,524.80
	Extension Board	94.00	65,870.00	11,856.60	77,726.60
	File Folder	86.00	7,004.00	1,260.72	8,264.72
	Headset	81.00	1,28,760.00	23,176.80	1,51,936.80
	Keyboard	25.00	12,750.00	2,295.00	15,045.00
	Laptop Stand	49.00	62,860.00	11,314.80	74,174.80
	LED Bulb Pack	54.00	34,992.00	6,298.56	41,290.56
	Monitor	36.00	2,97,120.00	53,481.60	3,50,601.60
	Mouse	54.00	15,897.00	2,861.46	18,758.46
	Office Table	79.00	5,17,620.00	93,171.60	6,10,791.60
	Packing Tape	39.00	4,680.00	842.40	5,522.40
	Pens Box	46.00	4,692.00	844.56	5,536.56
	Power Bank	72.00	1,02,240.00	18,403.20	1,20,643.20
	Printer Paper	40.00	7,600.00	1,368.00	8,968.00
	Router	87.00	2,43,600.00	43,848.00	2,87,448.00
	Stapler	73.00	13,899.00	2,501.82	16,400.82
	Sugar Pack	35.00	1,744.00	313.92	2,057.92
	Tea Bags	31.00	6,170.00	1,110.60	7,280.60
	USB Drive 32GB	47.00	29,939.00	5,389.02	35,328.02
	Webcam	48.00	1,03,680.00	18,662.40	1,22,342.40
	Whiteboard	73.00	1,08,660.00	19,558.80	1,28,218.80
Western Commercial SUBTOTAL		1,444.00	19,08,234.00	3,43,482.12	22,51,716.12
GRAND TOTAL		30,710.00	4,60,84,745.00	82,95,254.10	5,43,79,999.10

DATA SUMMARY REPORT					
Source: Bill wise data.xlsx Source Records: 1,200 Generated: 24-Aug-2026 18:21					
Criteria: Party, Item Sort: Party - A to Z > Item - A to Z Options: Ignore Blank=Yes; Repeat Cells=Yes; Subtotal=All Group Levels; Grand Total=Yes					
Party	Item	Qty (SUM)	Taxable (SUM)	Tax (SUM)	Total (SUM)
Western Commercial	USB Drive 32GB	67.00	45,694.00	8,224.92	53,918.92
	Webcam	25.00	54,000.00	9,720.00	63,720.00
	Whiteboard	42.00	61,690.00	11,104.20	72,794.20
	Vertex Solutions SUBTOTAL	1,537.00	21,68,760.00	3,90,376.80	25,59,136.80
	A4 Labels Pack	42.00	13,131.00	2,363.58	15,494.58
	Calculator	99.00	34,662.00	6,239.16	40,901.16
	Cleaning Kit	112.00	45,304.00	8,154.72	53,458.72
	Coffee Beans	42.00	45,360.00	8,164.80	53,524.80
	Extension Board	94.00	65,870.00	11,856.60	77,726.60
	File Folder	86.00	7,004.00	1,260.72	8,264.72
	Headset	81.00	1,28,760.00	23,176.80	1,51,936.80
	Keyboard	25.00	12,750.00	2,295.00	15,045.00
	Laptop Stand	49.00	62,860.00	11,314.80	74,174.80
	LED Bulb Pack	54.00	34,992.00	6,298.56	41,290.56
	Monitor	36.00	2,97,120.00	53,481.60	3,50,601.60
	Mouse	54.00	15,897.00	2,861.46	18,758.46
	Office Table	79.00	5,17,620.00	93,171.60	6,10,791.60
	Packing Tape	39.00	4,680.00	842.40	5,522.40
	Pens Box	46.00	4,692.00	844.56	5,536.56
	Power Bank	72.00	1,02,240.00	18,403.20	1,20,643.20
	Printer Paper	40.00	7,600.00	1,368.00	8,968.00
	Router	87.00	2,43,600.00	43,848.00	2,87,448.00
	Stapler	73.00	13,899.00	2,501.82	16,400.82
	Sugar Pack	35.00	1,744.00	313.92	2,057.92
	Tea Bags	31.00	6,170.00	1,110.60	7,280.60
	USB Drive 32GB	47.00	29,939.00	5,389.02	35,328.02
	Webcam	48.00	1,03,680.00	18,662.40	1,22,342.40
	Whiteboard	73.00	1,08,660.00	19,558.80	1,28,218.80
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GRAND TOTAL		30,710.00	4,60,84,745.00	82,95,254.10	5,43,79,999.10

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