

# Microsoft Excel



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## 1. use of the app

For accounting on the go. Microsoft Excel for iOS allows users to create comprehensive spreadsheets, format them and use them for detailed analysis from any device. This makes Excel for iOS appealing to those who value flexibility and fullest performance. Accountants can do their cost accounting, balance sheets and more with Excel. Or an income statement for the small business owner who always wants to keep his lists up to date without being tied to one place.

So he always keeps his tables up to date. He doesn't have to carry a desktop PC with him or limit his work to his office. He quickly adds a number, makes a change or improvement via the iOS app, and it's done. Then he adds notes or formulas. And he always has all his balances, calculations and analyses in his pocket and with him. Lugging folders, making printouts. That no longer has to be the case. The user saves time and resources. And at the beginning of a new year, he can keep an eye on and regulate tax estimates as well as his own finances through the tables.

Like the other Office products, Excel requires a subscription to MS Office 365. Without that, Excel can neither be used as a desktop version nor as an iOS version. However, it is particularly practical that the products with a subscription can be used both as an app and as a desktop version. Thus, this subscription is demand-oriented and offers the user the greatest possible flexibility. ## 2. most important functions

Create tables, edit them and then use them for comprehensive analyses. With the iOS version of Excel, this is possible even for mobile devices. And the touch function of the iPhone helps with this. With numerous formatting options and productivity features, the tool is well equipped for effective, clear and easy work with the iPad or iPhone. In addition to the creation of classic tables with and without formulas, the freehand drawing function can also be accessed. And when working on the same file in a team, it is possible to insert comments. These can eventually be viewed by any user.

For more customized views, it is also possible to set filters, customize sorting and select different chart types. For example, the user selects an existing data range and uses it for a pie chart. The user can then conveniently share the created charts or lists with friends, acquaintances or even work colleagues. Or they can save the data to Dropbox or OneDrive so that other users also have access to the latest file.

The familiar AutoFill function, which is already known from the desktop version, is also particularly practical. This is also available for iOS and makes working with tables even easier. Columns or rows can be filled in automatically.

### ## 3. evaluation

The fact that the appreciated functions of Excel are also available in the iOS version simplifies mobile work a lot. Even long data sets can be copied, supplemented, analyzed and shared with others via several ways quickly and easily with formulas and the auto-fill function. The templates are attractive and modern. Although there is only a limited selection and no new templates can be created, they are still sufficient for mobile work. If the user is not satisfied with the existing templates, they can still select, customize and change them if necessary via the desktop version on the PC.

Of course, good products have to be paid for. But with an Office 365 subscription, you not only have Excel for the desktop PC or a mobile device, but also many other programs like Word, PowerPoint and more.

#### Avantages / Désavantages

1. iOS app contains modern templates. 2. even on the go, the user can create professional task lists, financial analysis and to-do lists without sitting at the desktop PC. 3. extensive charts, calculations and analyses are possible with the app.

1. the iOS app can only be used via a paid subscription to MS Office 365. 2. only the essential functions for spreadsheets and more are available. 3. handling can be a bit more difficult on small screens.