

VETERAN'S STRATEGIC SOLUTIONS LLC

BUILDING AN INTERACTIVE EXCEL DASHBOARD

TABLES • SLICERS • MAP CHARTS

2026

PREMIUM
EDITION



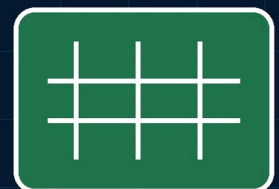
TABLE
STRUCTURE



SLICERS
FILTER



MAP
VISUALIZE



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SOLUTIONS LLC**

TABLE, SLICERS AND A MAP CHART

The six clicks the video does not slow down for

The workbook that comes with this guide has the hard part done. The data is already a real Excel Table, which is the one thing slicers require and the one thing people skip. What's left is six steps in Excel, and they take about three minutes.



Why it has to be a Table first

A slicer cannot attach to a plain range of cells. It attaches to an **Excel Table** or a **PivotTable**, and nothing else. That's the whole reason the video formats the data as a table before doing anything interesting.

In the workbook, the Data sheet is already a Table named **VSGData**. You don't need to do this step — but you'll need it on your own files, so: click any cell in the data, then **Ctrl+T**, confirm the range, tick *My table has headers*, OK.

Two things a Table gives you beyond slicers: it grows automatically when you add rows at the bottom, and formulas that reference it grow with it. Every chart and slicer stays connected without being re-pointed.

The six steps

THE SIX STEPS



1. Click any cell inside the table, on the Data sheet. Excel only shows table tools when a table cell is selected — this is the step people miss when a menu appears greyed out.

2. Insert tab → Slicer. A box appears listing every column. Tick **Month** and **Line**. Click OK. Two slicer panels drop onto the sheet.

3. Drag both slicers to the Dashboard sheet. Cut and paste works too. Click a slicer, and under *Slicer → Buttons*, set **Columns** to 2 or 3 so it sits wide instead of long. Under *Size*, set the height so all the buttons show without a scrollbar — that adjustment is what the video is doing when it types in the Height and Width boxes.

4. Select the map data. On the Data sheet, click the **State** column header, hold **Ctrl**, and click the **Revenue** column header. You want exactly two columns: one of places, one of numbers.

5. Insert tab → Maps → Filled Map. Excel sends the place names to Bing to resolve them, so it needs an internet connection the first time. Cut the chart and paste it on the Dashboard sheet.

6. Connect them. Right-click each slicer → **Report Connections**. Tick anything listed. Slicers on a Table filter the table directly, and charts built from that table follow — but if a connection doesn't take, this is where you fix it.

That's the dashboard. Click a Month button and the map, the table and every chart move together.

CONNECTED DASHBOARD



Formatting the chart, which is where the video ends

Click the chart, then the paintbrush or **Format Chart Area**:

- **Fill** → **No fill** makes the chart sit on the sheet instead of in a white box
- **Border** → **No line** removes the outline
- **Chart Title** — click it and type, or delete it if the dashboard heading already says it
- **Series Options** → **Map area** → **Only regions with data**, so you're not staring at empty states

For the slicers, *Slicer Styles* has a gallery. Pick one that matches — navy and gold are already in the workbook's headings.

Two honest limits

A filled map by state only earns its space if you work in more than one state. The sample data spans Kansas, Missouri, Nebraska, Oklahoma and Colorado so the map has something to show. If your work stays inside Kansas, that map is decoration. Delete it and use a bar chart of Revenue by Line instead — same slicers, actually useful.



Excel's filled map cannot do counties. It handles countries, states and some metro areas. County-level Kansas mapping needs Power BI or a different tool. The County column is in the data because it's worth tracking, not because the map will read it.

Recording it as a walkthrough

The video is made with **Scribe**, a browser extension that watches you click and writes the steps up with screenshots automatically. You do the task once; it produces a numbered guide you can share by link, embed, or export.

Worth knowing about for a different reason than dashboards. Every repeatable process in the business — how to set up a job fair registration, how to close out a cleanout job, how to run the tote inventory — is a Scribe recording you make once and hand to whoever helps you later. That's how a one-person operation becomes a two-person operation without you standing over someone's shoulder.

Check current pricing before relying on it; free tiers change.

Before you use this on real numbers

Every figure in the workbook is invented. The structure is right, the numbers are not. Type over them.

Keep these columns and the dashboard keeps working: **Month · Line · State · County · Jobs · Revenue · Cost · Profit**. Profit is a formula — leave it alone and it fills itself in on new rows.

The Summary sheet totals revenue and profit by line using SUMIFS, so it updates as you add data. That sheet answers the question that actually matters: **which line is making money, and which one only looks busy**.

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