MS Excel is a commercial spreadsheet application that is produced and distributed by Microsoft for Microsoft Windows and Mac OS operating systems. It features the ability to perform basic calculations, use graphing tools, create pivot tables and create macros, among other useful features

- Home
  - Comprises options like font size, font styles, font colour, background colour, alignment, formatting options and styles, insertion and deletion of cells and editing options
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- Insert
  - Comprises options like table format and style, inserting images and figures, adding graphs, charts and sparklines, header and footer option, equation and symbols
  -
- Page Layout
  - Themes, orientation and page setup options are available under the page layout option
  -
- Formulas
  - Since tables with a large amount of data can be created in MS excel, under this feature, you can add formulas to your table and get quicker solutions
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- Data
  - Adding external data (from the web), filtering options and data tools are available under this category
  -
- Review
  - Proofreading can be done for an excel sheet (like spell check) in the review category and a reader can add comments in this part
  -
- View
  - Different views in which we want the spreadsheet to be displayed can be edited here. Options to zoom in and out and pane arrangement are available under this category