#### Workshop on

# "Advance Excel with Dashboard Reporting by Using BI Tools" 3-Day On-Site Program

### About Us

We are the training providers and deals in Technical, HSEQ, Management and Soft Skills Training.

We have highly knowledgeable and experienced local & foreign subject matter experts. Our team is highly focused and provides the best support as per your requirements and needs. We provide a platform from where you can add value in you teams. We are highly fascinated on the development of your Technical and Management Teams.

We can provide on-site and classroom training.

### **About Trainer**

The Trainer is an Excel and Power BI consultant focused on spreadsheet development and data display tools for decision support with an ongoing interest in the grammar of exploratory data graphics. He has over 15 years of experience. Currently he is associated with Geo TV as their Manager Software Development and BI Consultant. He has also worked in several projects like developing of Financial Dashboard and Dynamic Operational Reports etc by using Ql Server, APIS, SSIS

He has completed his Masters in Computer Science from KU in 2003. Her core competencies are TECHNICAL SQL Analysis Services SQL Data Services ETL Data

□ SQL Analysis Services □ SQL Data Services □ ETL □ Data Transformation □ Data Warehouse □ Business Intelligence □ Dashboards DATABASES

SQL Server 
 MYSQL

 ANALYTICS
 Power BI 
 Power Pivot 
 Power Query

# **Training Content:**

Introduction and Basics of Excel

- ✓ What does the course cover?
- ✓ Working with Cells
   ✓ Cells Style
  - ✓Cells Aliasing
  - ✓Ranges
  - ✓Formatting
  - ✓Conditional Formatting
- ✓ Shortcuts
- ✓ Navigations
- ✓ Find and Replace
- ✓ Managing workbooks and Worksheets
- Pivoting Data
  - ✓ Pivot Table
  - ✓ Sorting Data
  - ✓ Filtering Data
  - ✓ Grouping Data
  - ✓ Formatting Pivot Table
  - ✓ Slicer
  - ✓ Pivot Charts

Introduction to Functions

- ✓ Cumulative Functions like SUM, AVG, COUNT
- ✓ Conditional functions SUMIF, SUMIFs, COUNTIF, ...
- ✓ Nested Functions
- ✓ Round Functions

Advanced Excel Functions

- ✓ VLookup and HLookup
- ✓ Index, Match, Index and Match
- ✓ Choose and Offset
- ✓ IF and IFError
- ✓ Using Array
- ✓ Working with Ranges
- ✓ Using Advance Filters
- ✓ Using Form Controls
- ✓ Automating with Macros
- Advanced Report & Dashboards
  - ✓ Pivot Tables
  - ✓ Slicers
  - ✓ Sparkline Charts
  - ✓ Interactive Dashboard Report
- Business Modelling & Data Analysis
  - ✓ What-If Analysis Tool
  - ✓ Solver
  - ✓ Financial Functions
- Exploring the new world of BI Power Tools
  - ✓ Power Query
  - ✓ Power Pivot
  - ✓ Power View
  - ✓ Power Map
- Working on Macros



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