**Introduction to Data Analysis using Excel**



**Introduction to Data Analysis using Excel**

**Course Objective**

* will learn how to create pivot tables from a range with rows and columns in Excel
* enabling quick exploration of data and producing valuable insights from the accumulated data.
* Create flexible data aggregations using pivot tables
* Represent data visually using pivot charts
* Calculate margins and other common ratios using calculation on pivot table
* Filter data using slicers in multiple pivot tables
* Create aggregate reports using formula based techniques

**Target Audience**

* This course is aimed at all levels of IT professionals,
* Customers, and Users involved in the provision or receipt of IT Services.

**Course Outline**

* Learn about Excel tables and what is their advantage over regular ranges.
* Use a table to filter, sort and see totals.
* See how calculations can be used to add columns to the existing data in Excel table.
* Create our first pivot table.
* Use multiple pivot tables and pivot charts to create our first dashboard.
* Connect multiple slicers to the pivot tables.
* Explore in more depth the full power of pivot tables.
* See how to filter the data shown in the pivot in many ways to achieve interesting subsets of the data.
* Use calculated fields on top of the pivot table to calculate profitability and find anomalies.
* Use formulas to aggregate the data as an alternative to pivot tables for more flexible reporting layouts.
* See how a pivot can use more than one table and introduction to the Excel data table that is described in detail in the more advanced course in these series.
* **The Feature Of Asia Master Training And Development Center**
* we pick up the customer from the airport to the hotel.
* we give the participant training bag includes all the necessary tools for the course.
* Working within groups to achieve the best results.
* All our courses are confirmed and we do not postpone or cancel the courses regardless of the number of participants in the course.
* We can assist you in booking hotels at discounted prices if you wish to book through us.
* We offer the certificate from Asia Masters Center for Training and Administrative Development.

The Cost Of The Training Program Includes The Following:

1. Scientific article on flash memory.
2. Training Room.
3. Training.
4. Coffee break.
5. The training bag includes all the tools for the course.

|  |
| --- |
| Price (USD) |
| Communicate with the training department  to know the participation fees   * There are offers and discounts for groups |
| The details of the bank account |
| Bank name: CIMB Bank Berhad  Account name: Asia Masters Center SDN. BHD  Bank account number: 80-0733590-5  Swift code: CIBBMYKL  IBAN: Null |