# Asia Masters Center

# Introduction to Data Analysis using Excel

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# 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.

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## ➢ 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** <br> ➢ **There are offers and discounts for groups** |
| **The details of the bank account** |
| **Bank name: CIMB Bank Berhad** <br> **Account name: Asia Masters Center SDN. BHD** <br> **Bank account number: 80-0733590-5** <br> **Swift code: CIBBMYKL** <br> **IBAN: Null** |