



**Confederation of Indian Industry**

**CII Naoroji Godrej Centre of Manufacturing Excellence**

Online Workshop on

## **Data Analytics Using Excel**

18 - 19 October 2022 : 02.00pm to 06.00pm

### **CONTEXT**

Microsoft Excel is one of the most powerful and popular data analysis desktop application on the market today. It helps you to effectively analyse large sets of data. Excel's built-in Pivot Table is unarguably one of the best and most popular analytical tools one could ask for. Data Analysts can use Microsoft Excel to create flexible Data Aggregation, represent data visually, calculate margins and other common ratios and much more. Analysing Data in Excel empowers you to understand your data through high-level visual summaries, trends, and patterns.

### **LEARNING OBJECTIVES**

- Learn how to apply data to forecasting, business intelligence, various departments and core strategic goals.
- Understand core concepts related to data for decision making such as categories of data, standards, sources, collection, management, and applications.
- Identify opportunities to leverage data for your organization and identify the most valuable data types and data sets.
- Communicate effectively with senior management and technical staff to apply data-driven strategies within a department

### **CONTENTS**

#### **Day 1**

##### **Reporting techniques**

- Charts
  - Creating Column, Bar, Line, Pie charts
  - Creating combo charts
  - Creating charts with two Y-Axis
  - Creating Histograms and Pareto charts
  - Creating Sparklines
- Pivot Tables and Pivot Charts
  - Creating Pivot Tables & Pivot Charts
  - Advanced pivot techniques
  - Using Pivot Filters
  - Creating Slicers
  - Multiple consolidation ranges
  - Connecting to access databases

##### **Data structuring techniques**

- Data validation
- Conditional formatting

##### **Data scenarios summary forecast using what-if analysis**

- Goal Seek
- Data Table
- Solver

#### **Day 2**

##### **Data Analysis & Visualisation**

- Analyse data and estimate optimal parameter using data analysis tools pack
- Numeric data Analysis
- Descriptive analysis

- Predictive analysis
- Categorical data Analysis
- Creating dynamic labels
- Working with formula-driven visualizations

#### **Building Report Solutions**

- Form controls data modelling tools
- Option-button modelling
- Check-box data models
- Enabling background refresh

#### **Dashboard & Macros**

- Creating dashboard
- Introduction to macros
- Automating reports
- Dynamic dashboards using macros

#### **TARGET AUDIENCE**

- Professionals that use excel for day-to-day working creating MIS

#### **FACULTY**

Ms Urmi

- Over 30 years of hands-on experience in all aspects of software development and maintenance.
- Working as a freelance software consultant and corporate trainer since last 10 years.
- Strong expertise on database designing and development
- Associated with Garware Institute of Career Education and Development (University of Mumbai) and SS Patkar college as a visiting faculty.
- Specializing in Excel, Excel Macros, Excel Dashboard trainings

#### **MODE OF DELIVERY & SCHEDULE :**

**Mode of Delivery** – Online through Microsoft Teams platform

**Schedule** : 18 – 19 October 2022 - 02.00Pm to 06.00pm

#### **PARTICIPATION FEES**

Type of Organisation	Fees per Participant
CII Members (Large and Medium)	Rs.5,000/- (+ 18% GST)
CII SSI Members	Rs.4,500/- (+18% GST)
Non Member Companies	Rs.5,500/- (+18% GST)

#### **SPECIAL DISCOUNT**

10% on 3 or more nominations from an organization.

**Participation fees is non-refundable/ non-adjustable against any other programme of CII, but change in nomination(s) is accepted.**

**Registration:** Prior registration for participation by the sponsoring companies is necessary.

**To register Online please click on**

<https://cam.mycii.in/OR/OnlineRegistrationLogin.html?EventId=E000059664>

#### **FOR MORE DETAILS PLEASE CONTACT**

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