Advance Excel for corporates

1. Module

1. Fundamentals of excel and Advance Excel outlook
2. Advance maintanence of excelwork books and excel spread sheet
3. Protecting a workbook and worksheet.
4. Advance data storage technique by using Excel.
5. Fundamental concepts of excel
6. Ways of thinking analyticaly in advance excel

2. Module

1. Basic Shortcuts of excel and 150 Advance shortcuts of excel
2. Data storage and Formatting the table.
3. Advance functions of Formatting and calculations.
4. Conditional formatting for Data, Numbers, and for multilateral.
5. Advanve sorting and Filtering funtions.
6. Basic search function and advance search options for huge data
10. Basic Paste function and advance paste special functions
11. Maintanence of numbers with currency calculator.

3.Module

1. Basic Pivot table and advance pivot table functions
2. Picture maintanence
3. Advance Tables and Charting Techniques
4. Hyperlink within spread sheet and workbooks.
5. Advance Text funtions
6. Page Layout and advance print options
7. Advance data arranging options

4. Module   Basic and Advance formulas

1. Basic formulas, and basic matametical formulas
2. Logical formulas
3. Advance date and time formulas
4. Text formulas
5. Statistical formulas
6. Advance Lookup and reference funtions
7. Defined names and ranges for formulas
8. Advance formula auditing functions
9. Automatic solutions for errors

5. Module

1. Advance connections to excel ,from access,web,sql.etc
2. Advance data tolls pack
3. Data analysis techniques

6. Module

1. Information functions
2. Change management in excel
3. Nesting formulas for analysis and Reporting

7. Module

1. Introduction to Basic macros
2. Basic macro functions
3. Maintanenece of macros
4. Analysis of macros
5. Error maintanenec in macros
6. automation of Reports and Process by using macros

8. Module

1. Reporting skills
2. Advance way of reporting by using MS Excel
3.Representing data in charts & in advance chart like speedometer, gantt
4. Analytical report

9. Module

1. Basic and advance statistical tools in excel
2. Random data maintanence
3. Developer functions in excel

10 Module

1. Dashboard
2. dashboard Uses.
3. analysis and Reporting skills in dashboard