



Syllabus- Excel Advanced and Advanced Pro Level

1. Excel Advanced and Advanced Pro Functions

1. VLOOKUP Exact Match
2. VLOOKUP Approx. Match
3. VLOOKUP with LEFT Search
4. VLOOKUP with Column
5. VLOOKUP with Define Name
6. VLOOKUP with VALUE and TEXT
7. VLOOKUP Beginning Search
8. VLOOKUP with End Search
9. VLOOKUP with Whole Cell Search
10. VLOOKUP IF Condition
11. VLOOKUP with MATCH Function
12. HLOOKUP
13. XLOOKUP
14. XLOOKUP Multiple Lookup Value
15. INDEX with Match
16. SUMIF
17. SUMIFS
18. COUNTIF and COUNTIFS

19. AVERAGEIF and AVERAGEIFS
20. IF Condition
21. Nested IF using OR and AND Function
22. IF Condition with Multiple Condition
23. IFERROR
24. OFFSET Function
25. CHOOSE
26. FILTER Function
27. SORT and SORTBY
28. Dropdown based on Selection

2. Excel Advanced and Advanced Pro Options

1. Define Name
2. Subtotal
3. Sort
4. Data Validation
5. Filter Options
6. Advanced Filter
7. Edit Links
8. Text to Column
9. Data Protection
10. Consolidation Options
11. Grouping and Ungrouping
12. Import Data from Access and Web
13. Conditional Formatting
14. Goal Seek
15. Scenarios Manager

16. Chart
17. Record Macro
18. Data Validation with INDIRECT Function
19. Data Validation Dropdown Search
20. Data Validation with FILTER, OFFSET, INDEX, SUMIFS
21. MI Report Preparation

3. PivotTable

1. PivotTable Basic
2. PivotTable Options, Grouping, Expand and Collapse
3. PivotTable Slicer
4. PivotTable Refresh, Change Source, Action and Calculation
5. PivotTable Chart and Dashboard
6. PivotTable Options
7. PivotTable Other options
8. PivotTable Dashboard Using Slicer New

4. Power Query & Power Pivot

1. Power Query Consolidation Data from multiple sheets
2. Power Query Consolidation Multiple Workbook - Table
3. Power Query Consolidation Multiple Workbook - Data
4. PowerPivot