

Gearing You For Growth

Bursaries | Business Skills | Coaching and Mentoring | **Computer Skills** | E-Learning | Learnerships | Skills Development | Virtual Training

MS Excel 2016: Data Analysis with Power

Course Overview

PowerPivot is a data modelling technology that lets you create data models, establish relationships, and create calculations. With PowerPivot you can work with large sets of data sets, build extensive relationships and create complex or simple calculations, all in a high-performance environment, and all within the familiar experience of Excel.

Target Audience

This course is suitable for accounting and finance professionals working in both practice and industry.

Prerequisites

A thorough knowledge of Excel.

Duration

- 1 Day

Course Outline

Module 1: Getting started with PowerPivot

- Explore the PowerPivot application.
- Import data from various data sources.
- Refresh data from a data source.
- Create linked tables.

Module 2: Manipulating PowerPivot data

- Organize and format tables.
- Create calculated columns.
- Sort and filter PowerPivot data.
- Create and manage table relationships.

1 of 2



Module 3: Creating PowerPivot reports

- Create a PivotTable.
- Create Pivot Charts.
- Filter data using slicers.
- Present PivotTable data visually.

Module 4: Using DAX functions in PowerPivot

- Manipulate PowerPivot data using DAX functions.
- Extract data from tables using functions.
- Work with time dependent data.

Module 5: Distributing PowerPivot data

- Protect reports.
- Save reports in different file formats.