Excel Analytics

CADS
FUTURE PROOFING THE WORLD!

2-day, Instructor-led Live Workshop
(Online and Physical Class Options Available)

Excel Analytics

From Data to Insight

CADS Excel for Data Analytics module will enable students to conduct business-based analysis and visualization using Microsoft Excel.

Automate workflows and analyze data on a large scale and in smarter ways.

An introductory course for business users to conduct basic data analysis using descriptive methods, and visualization using charts, sparklines, & conditional formatting. Concepts of data normalization, Pivot Tables and Dashboards are introduced.

Learning Outcome

- Learn spreadsheet fundamentals and basic functions
- Learn how to normalize data and design Pivot Tables
- Develop dashboards using visualization techniques
- Analyse data using descriptive statistics method

EDP

Enterprise Data Practitioner

Excel for Data Analytics is one of the modules under CADS Enterprise Data Practitioner (EDP)Programme. EDP is an eight-day training program that super-charges Business Intelligence analysts with new skills to analyze and communicate insights effectively.

Who Should Attend

Business users of Microsoft Excel who need to do basic data analyses and visualizations

HRDF CLAIMABLE

MBOT LEMBAGA TEKNOLOGIS MALAYSIA MALAYSIA BOARD OF TECHNOLOGY

12 CPD HOURS

REGISTRATION:
Register at
www.thecads.com/trainings
or email engage@thecads.com

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Course Outline

Spreadsheet Fundamentals	Explore the basics of MS Excel - The toolbar - The file menu - Data types - Comparison operators - Absolute and relative references - Circular references
Predefined Functions	Explore the key functions to conduct data analysis - Descriptive statistics - Data organization - Conditionals - Date / Time - Search Exercise 1
Database Normalization	Learn how to normalize data for analysis - Why normalize data? - Database normalization with Excel
Pivot Table	Learn how to develop pivot tables - Pivot Table
Visualization with Excel	Effectively use the correct charts to maximize the visualization - Conditional Formatting - Sparklines - Charts - Pivot Charts - Slicers
Dashboards	Learn how to develop dashboards for interactive analysis - What is a dashboard? - Types of dashboard - Managing text (extract, clean, trim, change case, create index)
Examining Distribution	Learn to conduct descriptive statistic for single variable data - Introduction to statistical data analysis - One categorical variable - One numerical variable
Examining Relationship	Learn to conduct descriptive statistic for dual variable data - Categorical variables - One categorical, one numerical variables - Numerical variables

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