CERTIFIED

ADVANCED EXCEL COURSE

Content

- Program Overview
- Program Features
- Program Road Map
- Delivery Mode
- Prerequisites
- Job Roles
- Skills Covered
- Tools Covered
- Course Curriculum

Program Overview

Advance Excel course will help you get the most out of Excel, Master advanced formulas, data analysis, automation, and visualization techniques in Microsoft Excel. Learn macros, Power Query, Power Pivot, advanced charting, collaboration, and add-ins. Suitable for professionals with basic Excel knowledge. Enhance data skills and boost productivity with advanced Excel functionalities.

Program Features

- 32 hrs of applied learning
- 24 hrs of instructor-led training
- 8 PDUs offered
- 3 simulation test papers
- 4 real-life projects
- Completion certificate

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About Us

KOED is one of the finest providers of training and Mentorship. KOED is working since 2019 with a strong team of 300+ mentors from 150+ companies. With a portfolio of 50+ training and consulting programs across 27+ categories, KOED has trained 700+ individuals and students from 150+ colleges across the globe.

Our business verticals include training, mock interviews (for individuals, corporates and colleges), placement preparation and 1:1 Mentorship.

Program Road Map

Get Prepared · Get Certified · Get Mentor · Get Live Projects · Get Reference · Get Placed

Delivery Mode

Online Bootcamps -

- live virtual classroom

Prerequisites

- There are no prerequisites required to sit for the Advance Excel course certification.

Job Roles

- Account Executive

- Data Entry Executive

- KYC Process Executive

- MIS Executive

- MIS Manager

- Senior MIS Analyst

- Workforce Analyst

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Skills Covered

- Data Validation
- Excel Dashboard
- Excel Functions
- Mail Merge
- Power Query
- Working with Slicers

Course Curriculum

- Introduction to MS Excel
- Working With Tables
- Understanding Cell References
- Basics Functions of Excel
- Sorting & Filtering Data
- Data Consolidation/ Basics of Formula/ Functions
- If Functions and Test Functions
- Working With Dates, Countlifs, and Sumlfs
- Lookup and information Functions
- Using Named Ranges
- Data Validation
- Dynamic Array Formula
- Using Conditional formatting
- Macros (only Recording, non VBA)
- Summarizing Data With Pivot Tables
- Working With Slicers
- Power Pivot / Power Query
- Charts & Excel Dashboard
- Protecting and Security
- Mail Merge

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For More Updates
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