

Descriptive Analytics with Excel

PROGRAMME OBJECTIVES:

At the end of the course participants will be able to:

- Import data from a variety of sources
- Clean and transform data
- Summarize and aggregate data
- Combine data sources into a data model
- Develop dashboards to present data
- Use pivot charts, heatmaps and sunburst charts to display hierarchical data

TARGET AUDIENCE:

- o data analysts
- o managers
- o anyone whose work involves handling, summarizing and presenting data

METHODOLOGY

- Hands-on lab exercises using Excel 2016

COURSE CONTENT

- Perform data queries and transform data using “Get and Transform” in Excel
- Aggregate and summarize data using “Get and Transform”
- Create visualizations based on combined data models using Power Pivot
- Summarize and Aggregate data for analytics
- Transform and Merge data to produce analytics dashboards using Power Pivot