Description
The course Data Analysis & Presentation (Excel Training) explores data analysis with MS Excel. The training includes basic & advanced functions, pivot tables & charts, and the use of Excel graphs to present rich information. The course also covers the use of custom functions and discusses useful tips & tricks for everyday use in MS Excel.

Pricing
- Individual Pricing: $1,150/person
- Guaranteed date and automatic 10% discount when you register 2 people.

Outline
Importing Data from Relevant Sources
A Note on Data Sources
The Representation of Data in Excel
Importing Data from SQL Server
Importing Data from Oracle
Importing Data from Windows Server
Importing Data from Linux
Working with External Data Sources
General Data Import Procedures
Filtering and Sorting Data
Ensuring the Correctness of the Data
Making Use of Conditional Formatting
Sorting Data
Filtering Text Data
Filtering Date Data
Filtering Numeric Data
Dealing with Missing Data
Working with Multiple Data Sources
Creating Summary Statistics
Creating Summary Sheets
Working with Basic Arithmetic and Statistical Functions
Working with Logical Functions
Working with Conditional Functions
Working with Frequency Functions
Working with Dates and Ranges
Working with Null or Missing Data
Presenting Data in Word
Working with Charts and Graphs
Creating Basic Charts and Graphs
Working with Multiple Data Sets
Formatting Charts and Graphs
Customizing Charts and Graphs
Presenting Data in Word
Working with Pivot Tables and Pivot Charts
The Role and Purpose of a Pivot Table
Creating a Pivot Table
Working with Row and Column Fields
Working with Aggregate Fields
Modifying Pivot Table Options
Making use of Pivot Charts
About Slicers
Presenting Data in Word