

PACKAGES

Package 1:
Advanced Excel, Dashboard and PowerPivot
Fees: Rs. 25000/- PKR

Package 2: Advanced Excel and Dashboard
Fees: Rs. 20000/- PKR

Package 3: Advanced Excel and PowerPivot
Fees: Rs. 20000/- PKR

Package 4: Dashboard and PowerPivot
Fees: Rs. 20000/- PKR

TRAINER

Rahim Zulfiqar Ali is the Microsoft Office Specialist in Excel 2013. He is the Founder & Chief Spreadsheet Officer at ExcelBasement.Org.

He has a passion for learning & teaching has done training for various organizations like Axtact, Aga Khan Health Services, Wartsile, Learning Minds Group, etc.

He also has conducted training sessions on Excel Information design & Data Extraction for BBA & MBA students at Institute of Business Administration, Karachi.

Rahim has secured 3rd position in Pakistan in Brainbranch MS Excel 2010

Test & 2nd Position in Brainbranch MS Excel 2010 Fundamental Test.

He is highly skilled in Microsoft Excel, Financial Modelling, Dashboard Reporting, PowerPivot, and VBA Macros.

Rahim Zulfiqar is currently pursuing his Chartered Accountancy (CA). He is involved in teaching & training IT related courses. He has a professional experience of working in Finance and IT departments of organizations like UBL, PPECL, Aga Khan Grants & Review Board & ARIT Business School. He was also the Excel Consultant for Unilever Pakistan for Dashboard Reporting.

For Registration
Ph.: 021-38104700-01 Ext: 1541
Fax: 021-38103008
Email: BESDP@iba.edu.pk
Web: <http://cee.iba.edu.pk/BEnSDP.shtml>

For Queries & Information:
Sumera Muhammad
Manager, Skills Development Program
Center For Executive Education
smuhammad@iba.edu.pk | Ext: 1801

Mirza Irshad Baig
Executive , Center for Executive Education
mibaig@iba.edu.pk | Ext: 1811

Skills Development Program

Adding Skills to Experience

Advanced Excel, Dashboard & PowerPivot Packages

Advanced Excel
Oct 19th - Oct 30th
Monday - Saturday
6:30pm - 8:30pm

Dashboard Reporting
Nov 2nd - Nov 11th
Monday - Saturday
6:30pm - 8:30pm

PowerPivot
Nov 12th - Nov 20th
Monday - Saturday
6:30pm - 8:30pm

PowerPivot

Bringing the self-service business intelligence to your desktop

Power Pivot for Excel enables you to transform enormous quantities of data with incredible speed into meaningful information to get the answers you need in seconds, all with the comfort of familiar Excel tools and features.

- Import big data from virtually any source
- Create relationships
- Build Interactive Reports
- Data Analysis Expressions (DAX)
- Sped-up poerpivot calculations

Modules

Installation of PowerPivot
Get your data in
PowerPivot Window
Calculated Columns
Relationships
PowerPivot PivotTables
Calculated Fields (Measures)
Must know DAX Functions
Time Intelligence Functions
PowerPivot Tools

Dashboard Reporting

Large Data Reporting at your finger tips

What is a Dashboard ?

Dashboard reports allow managers to get high-level overview of the business and help them make quick decisions. Dashboards are often called as management dashboards or information dashboards or dashboard reporting.

Excel Dashboard Reporting is structured and comprehensive training course for learning Microsoft Excel Executive Reporting.

The aim is to make beginners become proficient and skillful in Excel. It has an optional module on Dashboards, which can teach you to design awesome interactive Excel Dashboards.

Pre-requisites

- Have access to Excel 2010 or above
- Be familiar with putting together any type of report in Excel to be able to apply the time saving & visulaization techniques taught here. But expertise is not necessary.
- Be able to build & apply basic formulas in Excel.
- Pivot table & Pivot Chart knowledge is helpful, but no expertise required.

Advanced Excel

Advanced Excel program is structured and comprehensive training program for learning Microsoft Excel. It is full of real world examples. The aim of Advanced Excel is to make beginners become productive and awesome in Excel.

In this workshop, paricipants will learn some of the selected advanced features of MS Excel in order to make life mush simpler and hassle free. The workshop will help participants collate & analyze information effectively that is vital for administration & planning business models. Partixipants will learn to display and present information in a way that is simple and sensible.

Topics

Basic & Adv. Formulas
Formatting
Conditional Formatting
Basic & Adv. Charting
Excel & Pivot Tables
Data Validation & Filters
Importing External Data
Shortcuts & Productivity
Basic Form Controls
Macros