kod szkolenia: EX BIZ / ENG DL 2d

MS Excel - Data analysis and business modeling

Training recipients

The training is intended for management staff, financial analysts, employees of economic analysis and logistics departments who use Microsoft Excel application.

Benefits

- Gaining skills of optimising financial decisions
- creating reports with the use of MS Excel tools
- an ability to optimise financial decisions by using MS Excel for business situation modelling
- becomign familiar with data analysis in MS Excel – pivot charts and pivot tables.

Training program

1. Functions supporting decision making process
    - Financial (the value of money in time, credits, deposits)
    - Investing (a criterion of discounted value net and internal rate of return)
    - Search functions
2. Array formulas
    - An alternative for absolute addressing
    - Expanding standard capabilities of Excel functions
3. Analysing vulnerabilities
    - Table object
    - Formants, navigation elements
    - Comparative analysis using Scenario Manager
    - Power View – report of results
4. Optimisation

    - The use of Solver add-on for: establishing an optimal production stock; solving transport and distribution problems, employment planning; investment outlays planning
5. Data analysis with the use of pivot tables
    - Consolidating a few charts – pivot table creator,
    - Creating data model – data analysis from several tables
    - Creating, modifying, selecting an appropriate table layout
    - Calculated fields and elements
    - Downloading data from pivot table
6. Predicting – a review of Analysis ToolPak add-on possibilities
    - Summing up dependencies with the use of correlation
    - Polishing time arrays – moving average and exponential smoothing
    - Setting the trend (line, exponential, power type)
    - Multiple regression: quantitative factors; qualitative factors; seasonality
    - Single- and two-factor variation analysis
7. Working on multiple documents

Expected preparation of the participant

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Czas trwania

2 dni / 14 godzin

Language

- Training: English