FAST TRACK
COMPUTER TRAINING LTD
Virtual Classroom

Excel - Creating Dashboards

Target Audience

Excel Dashboards provide insight, analysis and even alerts. They are interactive and dynamic, and have a wide range of applications, providing help with project management, customer service, KPI management and forecasting displaying key trends, comparisons and data in small graphs or tables. They are also often interactive, which allows the user to filter data and switch views easily.

This course will help you to create advanced workbooks and worksheets and graphical features that you then use to create dashboards giving delegates the fundamentals to analyse data, extract actionable intelligence from it and present that information to decision makers is in a clear visual and dynamic

The Content

Dashboard Fundamentals

* What is a Dashboard?
* Dashboard Key Points
* Do's & Don'ts

Data Preparation

* Specialized Functions
* VLOOKUPS
* INDEX MATCH
* OFFSET
* Nested IF's
* Combine Functions

Automating Workbook Functionality

* Applying Conditional Formatting
* Working with Form Controls

Visualising Data with Charts and Graphs

* Creating charts
* Modifying and formatting Charts
* Using Advanced Chart Features
* Creating Sparklines

Analysing Data with Pivot Tables, Slicers & Pivot Charts

* Creating a Pivot Table
* Analying Pivot Table Data
* Presenting Data with PivotCharts
* Filtering Data by using Slicers

Virtual Classroom Set-Up

When setting up our Virtual Classroom, we have striven to offer the same quality of customer experience as attained through our 'face to face' training environment

Take a look at the great feedback on our **About Virtual Classrooms tab** https://fasttrackcomputertraining.co.uk/about-virtual-classrooms

The Fast Track Virtual Classroom is currently choosing Microsoft Teams as the main Conference platform. Therefore, before joining the Virtual Classroom you will need to download Microsoft Teams

Delegate Pre-Requisites

Aimed at delegates with a high level of experience using Excel and Pivot Tables combined with an understanding of relational data bases

Course Duration

This is a One Day Course

Course Details

Courses commence at 9:30 a.m. through to 4:30 p.m.

All delegates will receive Training Courseware following the courses in pdf format together with a Course Attendance Certificate

Corporate Courses

Virtual Classroom Corporate courses are available

Modular Courses

Bite-sized 'modular' courses are available where you can build your own day course covering the topics that suit you - these are half day modules that you can mix & match

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Call us on 01527 836840

FAST TRACK
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Our team will be happy to give you the options and pricing

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