DATA ANALYSIS UTILIZING MICROSOFT EXCEL (Level 2)

18-19 April 2024 | 9 AM - 5 PM |
Venue: Edelweiss Room, Level 2, Le Quadri Hotel KL

Overview

In this Data Analysis Utilizing Microsoft Excel (Level 2) workshop, participants delve into advanced Excel functions, mastering logical functions, loan calculations, sales projections, and text data formatting. Gain deeper insights into data analysis, enabling informed decision-making.

By mastering these functions, participants will transform their understanding of Excel and enhance their analytical capabilities, paving the way for more efficient and effective data-driven workflows.

Your trainer

Palani Murugappan

Program Outline

- Useful tips, techniques, and features of Mircosoft Excel
- Understanding the use of logical functions
- Searching specific values using lookup function
- Analyzing data using pivot table
- Data cleansing techniques using text functions
- Date and time calculations

Prerequisite

Understanding basic aspects of formatting numbers and applying functions such as SUM; MAX; MIN; AVERAGE; COUNT and simple IF statements. Basic knowledge of creating charts.

For more information, kindly contact Ridhwan from GHR (Ext 2417) and submit TRF to muhammadridhwan@ucsigroup.com.my