

# Excel for Data Analytics

Expand your data analytics capabilities with Excel by mastering database functions, statistical calculations, and Pivot Tables. Gain hands-on experience with summarizing, sorting, and filtering datasets, apply VLOOKUP and automate routine analytics tasks using macros.

Group classes in NYC and onsite training is available for this course. For more information, email [corporate@nobledesktop.com](mailto:corporate@nobledesktop.com) or visit: <https://training-nyc.com/courses/excel-data-analytics>



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## Course Outline

### Excel Level I: Fundamentals

- Learn how to use functions to speed up your workflow
- Add formatting and other visual effects
- Turn data into visual charts, including line, column, and pie charts
- Learn tips and tricks for easy workbook management

### Excel Level II: Intermediate

- Learn to split and join text, add data validation, and named ranges
- Use database functions and logical statements
- Create Pivot Tables to quickly summarize large databases
- Create advanced combo charts from multiple charts

### Excel Level III: Advanced

- Cell management, including cell locking, auditing, and hot keys
- Special formatting for calculating dates
- Use advanced functions and advanced analytical tools
- Record macros and relative reference macros for ad hoc reporting