

Take the Lift (18-week Excel course from Beginners to PowerBI)

90 minute sessions – done once a week

€450 per head (max of 15)

Note that this content can be adjusted if you would like specific topics covered and/or a clinic element introduced.

Sessions	Topics
1	Beginners: Overview, data entry, introduction to formulas
2	Beginners: Filters, Functions
3	Beginners: Worksheets, printing
4	Vlookup: linking files, comparing data sets
5	Pivot Tables 1
6	Pivot Tables 2
7	Conditional Formatting
8	Charts and more charts.
9	If functions
10	Meet the IFS family: Sumifs, Countifs,
11	Macros and Data Validation - creating dropdown lists
12	Introduction to Power Query - Part One
13	Introduction to Power Query - Part Two
14	Creating Dashboards - Part One
15	Creating Dashboards - Part Two
16	Introduction to PowerBI Part One
17	Introduction to PowerBI Part Two
18	Celebration and Wrap up - where to now?

Trainer

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