



**Give your Excel skills
a new destination
with**

Izhar Sabri



	A	B	C
2	\$2,330,000	\$4,070,100	\$2,800,400
3	\$1,900,400	\$6,373,000	\$2,100,000
4	\$3,710,020	\$7,200,900	\$3,423,000
	\$9,500,000	\$1,000,440	\$6,901,050
	\$5,670,200	\$7,980,000	\$1,760,350
		\$2,100,090	\$1,150,440
		\$3,423,000	
		\$1,900,400	
		\$3,710,020	

Importance of Advanced Excel in Corporates

MS Excel is the most important computer software program used in the industry today. There lot of workers and prospective employees are required to learn MS Excel in order to increase work efficiency.

From the viewpoint of the employer, particularly those in the field of Management Information Systems, Payroll, Sales & Marketing, Project Planning, the use of Excel as an end-user computing tool is essential. Not only are many business professionals using Excel to perform everyday functional tasks in the workplace, an increasing number of employers rely on Excel for decision support.

About Trainer



*Izhar Sabri (MS Excel Trainer)
Certified from Microsoft*

Izhar Sabri is a corporate trainer of Microsoft Excel Advance & Microsoft Office Professional. He achieved Microsoft Certification in 2013 and since then trained 2,000+ professional & Students across various multinational companies and many other professional areas.

Key Highlights

Has completed MCA (Master of Computer Applications) & Many Others Microsoft Products Certifications.

Has about 6 years of experience in Corporate Training in Advance Excel & Microsoft office. Has worked for XL Technologies, Cadd Centre & HR Software Solution Pvt. Ltd.

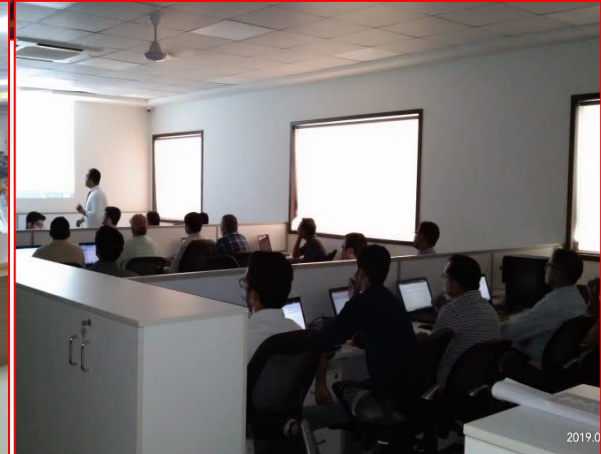
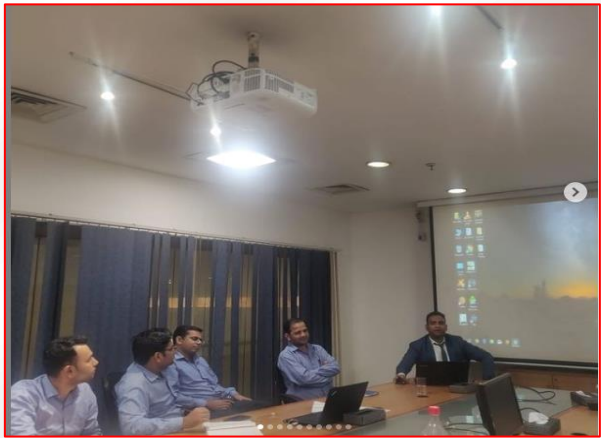
During his IT career has been involved in training company's staff for Advance Excel & Microsoft Office professional level workshops.

Developed **100+** time saving macro automations for employees using Excel VBA.

Training Highlights



Glimpse of our training sessions



2 Days Adv. Excel Course Contents

Session 1

(Foundation & Basic Formulas)

- About excel (Intro)
- Setting up column and row
- Dragging cells
- Basic mathematical calculations
- Custom formatting and alignment
- Basic formulas (sum,avg,max,min,etc)

(Data Presentation)

- All numbers formatting
- Date & Time Concept in Excel
- Conditional formatting
- Advance table formatting

(Securing & Manipulating Data)

- Protecting sheets
- Protecting particular area
- Data Sorting & Filtering

(Analyzing data)

- Pivot table (with 10+ examples)
- Analysis with pivot

(Big Data Presentation through Charts)

- Pivot Chart
- All charts (line, pie, bar, area)

Session 2 & 3

(Business Dashboard using Slicer Tool)

- Slicer Connections
- Sparkline Charts
- Sales Dashboard
- Performance Dashboard

(Linking, Printing & Page Setting)

- Hyper Links
- Objects Linking
- Page Setup
- Document Scaling
- Printing Setups
- Print Titles

(Formulas (Logical Functions) 8 + Examples)

- Formulas Logics
- IF Function
- Nested If Formula
- And Function
- Or Function
- Nested If + And + Or Formula
- IF Error Function

(Text Formulas) 10+ Examples

- Concatenation
- Upper, Lower & Proper Case
- Trimming & Correcting Data
- [Real Corporate Practical.](#)

(Date & Time Formulas) 6+ Examples

- Date & Time
- Today & Now Function's Real Implementation
- Edate, EOMonth, NewWorkDays Functions
- [Real Corporate Practical.](#)

(Lookup Formulas) 10+ Examples

- VLookup Simples
- VLookup With Array
- VLookup With Match
- VLookup on Big Data
- Hlookup
- Index With Match
- [Real Corporate Practical.](#)

Session 4

Statistical Formulas 8+ Examples

- Sumif
- Sumifs
- Countif
- Countifs
- Averageif
- Averagelfs
- CountBlank & Count A
- Dashboard Using Statistical Formulas
- [Real Corporate Practicals.](#)

Data Tab Options

- ODBC Connectivity
- Advance Filter
- Data Separation & Correction
- Remove Duplications
- Data Validations
- Drop Down List Creations
- Grouping