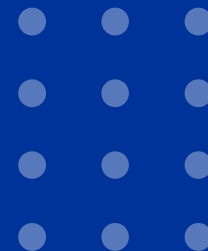


```
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self.debug = debug
self.logger = logging.getLogger(__name__)
if path:
    self.file = open(os.path.join(
    self.file.seek(0)
    self.fingerprints.update(

@classmethod
def from_settings(cls,
debug = settings
return cls()
```



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PRESENTATION

By: Mradul Jain

Introduction To Data Management

Instructor Introduction

Mradul is Post Graduated in Machine Learning from SCMHRD (Symbiosis) and comes with 12+ years of experience in data science industry.

He has worked with fortune 500 companies like IBM, Genpact, AB-Inbev and currently working as Staff AI Scientist at Kenvue (Largest consumer healthcare company)

He has helped companies in ideating, conceptualizing and production deployment of various Machine learning and Deep learning projects.

National award winner (Future of Finance Summit) for excellence in Data Science leadership, and Featured Speaker at Fifth Elephant, Global AI Conference

Learn more about him here :

<https://www.linkedin.com/in/mraduljain1/>



Course Curriculum

Module I Introduction to MS Excel - UI Basics

Module II Excel Functions

Module III Data Transformation

Module IV Pivot Tables and Pivot Charts

Module V Charts and Data Protection

Module VI Building Dashboards, Tables, and Slicers in Excel

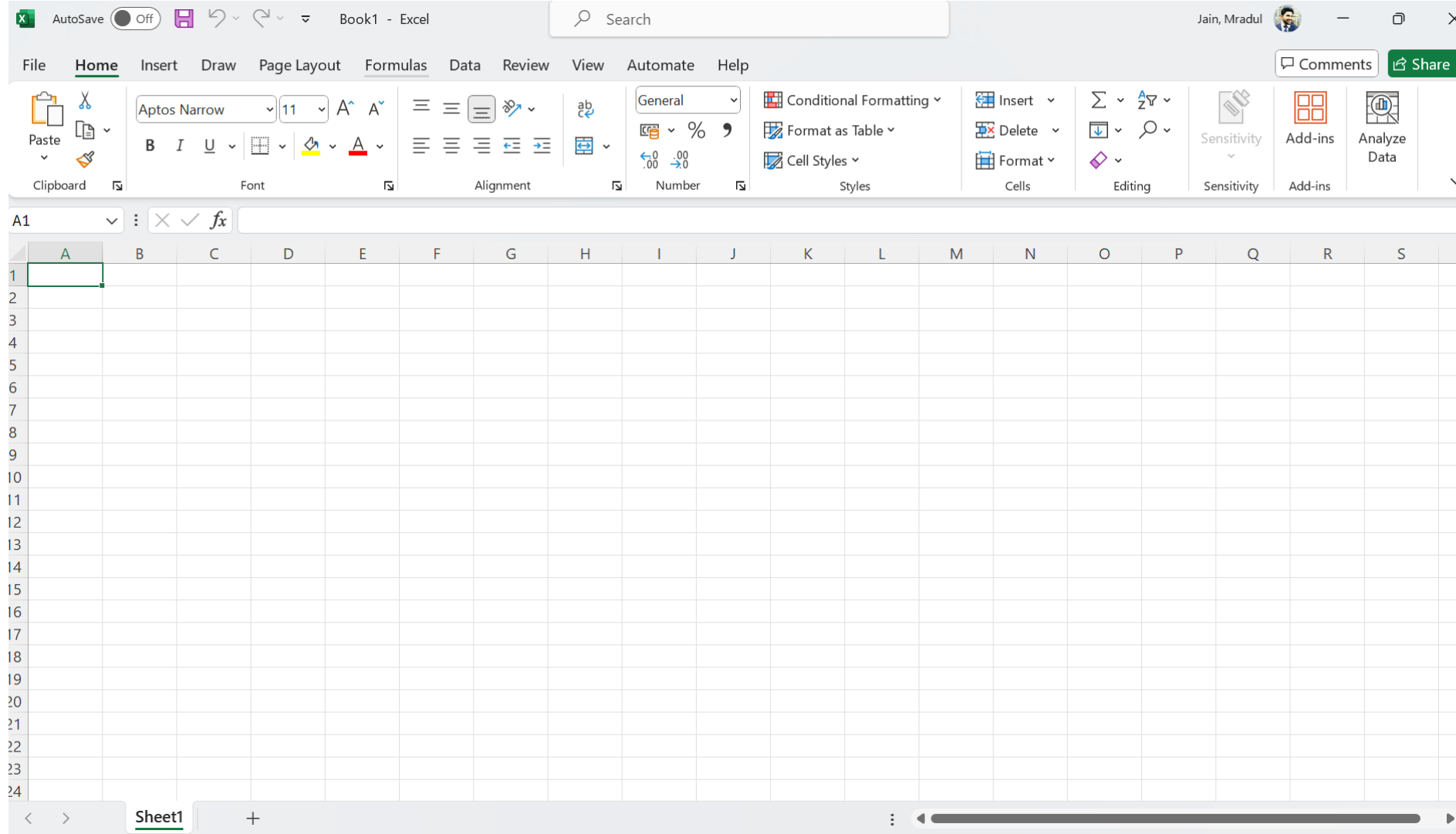


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Excel UI



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Basic Excel Shortcuts

1. Navigation Shortcuts

Shortcut	Description
`Ctrl + Arrow Keys`	Move to the edge of data region
`Ctrl + Home`	Move to the beginning of the sheet
`Ctrl + End`	Move to the last cell with data
`Page Up / Page Down`	Move one screen up/down
`Alt + Page Up / Page Down`	Move one screen left/right
`Tab`	Move one cell to the right
`Shift + Tab`	Move one cell to the left
`F6`	Move between worksheet, ribbon, task pane, and Zoom controls

** Note : These shortcuts may vary depending upon MS Office Version



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Basic Excel Shortcuts

2. Editing Shortcuts

Shortcut	Description
`ctrl + c`	Copy selected cells
`ctrl + x`	Cut selected cells
`ctrl + v`	Paste content from clipboard
`ctrl + z`	Undo last action
`ctrl + y`	Redo last action
`ctrl + d`	Fill down
`ctrl + r`	Fill right
`F2`	Edit active cell
`ctrl + `	Show formulas

** Note : These shortcuts may vary depending upon MS Office Version



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Basic Excel Shortcuts

3. Selection Shortcuts

Shortcut	Description
`ctrl + space`	Select entire column
`shift + space`	Select entire row
`ctrl + A`	Select entire worksheet
`ctrl + Shift + Arrow Keys`	Select a range to the edge of the data region
`Shift + Arrow Keys`	Extend selection by one cell
`ctrl + shift + space`	Select entire region (current data region)

** Note : These shortcuts may vary depending upon MS Office Version



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Basic Excel Shortcuts

4. Formula Application Shortcuts

Shortcut	Description
` = `	Start a formula
` Alt + = `	AutoSum
` Ctrl + Shift + Enter `	Enter an array formula
` F4 `	Cycle through cell reference types (absolute, relative)
` Ctrl + `	Show all formulas
` Shift + F3 `	Insert a function into a formula

** Note : These shortcuts may vary depending upon MS Office Version



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Basic Excel Shortcuts

5. Formatting Shortcuts

Shortcut	Description
`ctrl + 1`	Open format cells dialog
`ctrl + B`	Bold
`ctrl + I`	Italic
`ctrl + U`	Underline
`Alt + H + A + C`	Center align
`ctrl + Shift + L`	Toggle filters
`ctrl + 5`	Strikethrough

** Note : These shortcuts may vary depending upon MS Office Version



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Basic Excel Shortcuts

6. File Management Shortcuts

Shortcut	Description
`ctrl + N`	Create a new workbook
`ctrl + S`	Save workbook
`F12`	Save As
`ctrl + O`	Open an existing workbook
`ctrl + P`	Print
`ctrl + W`	Close the workbook
`Alt + F4`	Close Excel

** Note : These shortcuts may vary depending upon MS Office Version



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Basic Excel Shortcuts

7. Other Useful Shortcuts

Shortcut	Description
`Alt`	Activate the Ribbon shortcuts
`Ctrl + F`	Find
`Ctrl + H`	Replace
`Ctrl + K`	Insert hyperlink
`Alt + Enter`	Insert a line break within a cell
`Ctrl + Shift + U`	Expand or collapse the formula bar
`Ctrl + Shift + +`	Insert new cells
`Ctrl + -`	Delete selected cells

** Note : These shortcuts may vary depending upon MS Office Version



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