

# Data Analysis in Microsoft Excel Pre-Training

## 1. Excel data organization and cell formatting

- <https://support.microsoft.com/en-us/office/create-and-format-tables-e81aa349-b006-4f8a-9806-5af9df0ac664> 1 minute video on data organization
- <https://www.youtube.com/watch?v=wT7NBdAoHo4> 10 minutes video on cell formatting

## 2. String Manipulation in Excel

- [https://www.youtube.com/watch?v=VbM\\_9BDd2yY](https://www.youtube.com/watch?v=VbM_9BDd2yY) 25 minutes detailed video

## 3. Excel text to column tricks

- <https://www.youtube.com/watch?v=f9O-mN6cRvM> 10 minutes

## 4. Working with big data

- <https://builtin.com/big-data>

## 5. Advanced formulae knowledge & VLOOKUP

- <https://www.youtube.com/watch?v=d3BYVQ6xIE4> 22 minutes video

## 6. Power Query

- <https://www.youtube.com/watch?v=0aeZX1l4JT4> 17 minutes video
- <https://www.youtube.com/watch?v=YOC-pEIuHpA> 8 minutes video

## 7. Pivot table and pivot chart for data building dashboard

- <https://www.youtube.com/watch?v=bRKR0-FWBiU> 53 minutes video
- <https://www.youtube.com/watch?v=1zEFJHbG0aE> 23 minutes video