**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 formating

**2. String Manipulation in Excel**

* <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