

CERTIFICATE of course completion



EXCEL AI

CERTIFICATE

NO. f20203ac-2aad-4254-a6be-906e5e498152

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Natalia Ostrowska

This certificate confirms knowledge of key topics and the successful completion of at least 75% of the projects in the following areas:

WORKING WITH AI IN EXCEL

- Data analysis within worksheets using AI.
- Repairing workbooks with AI-assisted solutions.
- Utilizing AI for troubleshooting, generating examples, and offering solution ideas for worksheet.
- Creating, optimizing, and troubleshooting formulas through AI integration.

EXCEL TOOLS

- Generating reports from multiple sources using pivot tables and formulas.
- Data formats and custom formatting options.
- Logical and conditional functions.
- Array functions in Excel.
- Pivot tables.
- Excel's visualization options.

FILES AND CALCULATION CONTROL

- Preparing and cleaning files, extracting data from images and generating reports.
- Secure data handling with artificial intelligence (preventing data breaches).
- Formulating queries for entire files and verifying results.
- Checking AI-generated calculations for accuracy.
- Support for importing data from PDF files, images and online sources.

DATA ANALYSIS AND VISUALIZATION

- Preparing reports where AI selects tools, resolves issues, and proposes visualizations.
- Applying AI for both quantitative (data files) and qualitative data analysis (e.g., survey responses) to help uncover insights and conclusions.
- AI support for graphical data presentation.
- Power Query.
- Macro creation (VBA).

Course Instructor:

Michał Kowalski



The course was delivered in a cohort-based format, including:

- 45 hands-on lessons on using AI in Excel and 5 interactive live sessions,
- 4 complex projects for individual completion,
- Continuous support from the instructor for using AI in Excel.

