Excel Camp - Course brochure

Excel for Absolute Beginners-

- Small batch size (15 max)
- From Beginner
- Career-focused
- Practical learning
- Community Access
- Job Assistance (Optional)

Course Overview: Welcome to the Excel for Absolute Beginners course at Excel Mastery Academy! This 7-day course is designed for individuals who are new to Excel or looking to enhance their basic skills. We will take you on a journey from Excel novices to confident users, arming you with essential spreadsheet knowledge.

Day 1: Introduction to Excel Basics

- Get acquainted with the Excel interface and navigation.
- Learn the key components of a spreadsheet and terminology.
- Practice entering data and applying basic formatting for clarity.

Day 2: Formatting and Worksheet Management

- Format cells and worksheets with different styles, colors, and fonts.
- Discover the art of managing columns, rows, and cell ranges efficiently.
- Master the skills of inserting, deleting, and renaming worksheets.

Day 3: Basic Formulas and Functions

- Familiarize yourself with basic arithmetic operations using formulas.

- Understand the power of Excel functions, such as SUM, AVERAGE, and COUNT.

- Use AutoFill to save time by replicating formulas across cells.

Day 4: Working with Tables and Data Analysis

- Create structured tables for organized data management.

- Sort and filter data to analyze information effectively.

- Introduce yourself to data analysis using Excel functions.

Day 5: Data Visualization with Charts

- Learn to create various chart types (bar, line, pie) for data representation.

- Add chart elements like titles, legends, and data labels for clarity.

- Explore the art of visualizing data to present valuable insights.

Day 6: Introduction to PivotTables

- Unlock the potential of PivotTables for dynamic data analysis.

- Group, summarize, and analyze data with ease using PivotTables.

- Get hands-on experience with calculated fields for advanced calculations.

Day 7: Excel Macros and Final Assessment

- Embark on an exciting journey into the world of Excel Macros and VBA.

- Record and run simple macros to automate repetitive tasks.

- Demonstrate your newfound Excel expertise through a final assessment.

How This Course Will Help You: This course is the perfect stepping stone for beginners who want to gain confidence in using Excel. By the end of the 7 days, you will be proficient in navigating Excel, creating basic formulas, organizing data with tables, visualizing insights with charts, and exploring the magic of PivotTables and Macros. Whether you aim to land your first job or enhance your

productivity in daily tasks, Excel for Absolute Beginners will equip you with the necessary skills to excel in your journey.

Course Price:

- Discounted Price: Rs. 699 (for the first 10 students only!)
- Regular Price: Rs.999

Contact Now - 8463050748
Email - excelcampcourse@gmail.com
Schedule Call - [Click Here](#)

Excel Formulas and Functions

Specialties:

- Small batch size (15 max)
- One-on-one option
- Career-focused
- Practical learning
- Problem Solving Exercises
- Syntax Knowledge
- Community Access

Course Overview:
Welcome to the Excel Formulas and Functions course at Excel Mastery Academy! In this 7-day journey, we will dive deep into the world of formulas and functions, empowering you to become an Excel Formula Wizard. If you have some basic Excel knowledge but wish to take your formula skills to the next level, this course is perfect for you.

Day 1: Revision of Basic Excel Functions

- Review and reinforce fundamental arithmetic and logical functions.
- Grasp the concept of cell references, including absolute and relative.
- Put formulas to work for performing calculations.

Day 2: Mathematical and Logical Functions

- Explore a range of mathematical functions (SUM, AVERAGE, MAX, MIN).
- Master logical functions like IF, AND, OR, and their powerful combinations.
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- Nest functions for complex calculations and decision-making.

Day 3: Text Functions and Data Cleaning

- Dive into the world of text functions (CONCATENATE, LEFT, RIGHT, MID).
- Tackle data cleaning and manipulation using text functions.
- Embrace conditional formatting for highlighting important data.

Day 4: Lookup and Reference Functions

- Discover the magic of VLOOKUP and HLOOKUP for data retrieval.
- Unleash the potential of INDEX and MATCH for flexible lookups.
- Make your formulas more readable with named ranges.

Day 5: Date and Time Functions

- Get comfortable with date and time functions (DATE, TODAY, YEAR, MONTH).
- Calculate time differences and durations efficiently.
- Apply date functions in real-world scenarios.

Day 6: Advanced Functions for Data Analysis

- Deep-dive into COUNTIF, SUMIF, AVERAGEIF for conditional data analysis.
- Harness the power of array formulas for complex calculations.
- Practice using advanced filtering techniques for specific insights.

Day 7: Final Assessment and Formula Challenges

- Demonstrate your formula expertise through a comprehensive final assessment.
- Tackle challenging formula examples and problem-solving exercises.

How This Course Will Help You:
Excel Formulas and Functions is tailored for those seeking to boost their analytical capabilities with Excel. After this 7-day course, you will be a Formula Ninja, confidently wielding an array of mathematical, logical, and text functions. You'll be well-prepared to tackle complex data analysis, streamline your workflows, and make informed decisions based on your data. Take your Excel skills to the next level and become a Formula Master in no time!

Course Price:

- Discounted Price: Rs. 899 /- (for the first 5 students only!)

- Regular Price: Rs. 1199 /-

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Excel for Data Analysis

Image - [Click Here](#)
Specialties:

- Small batch size (15 max)
- One-on-one option
- Career-focused
- Practical learning
- Community Access

Course Overview:
Welcome to the Excel for Data Analysis course at Excel Mastery Academy! This 7-day course is designed for working professionals looking to unlock the insights hidden in their data. If you are eager to explore the potential of data analysis with Excel, you're in the right place.

Day 1: Data Import and Cleanup

- Import data from various sources like CSV, Text, and Web.
- Learn data cleanup and transformation techniques.
- Explore basic data exploration using filters and subtotals.

Day 2: Data Visualization with Charts and PivotTables

- Create and customize charts for data visualization.
- Enhance charts with titles, labels, and formatting.
- Get started with PivotTables for dynamic data analysis.

Day 3: Advanced Data Analysis with PivotTables

- Group, filter, and sort data efficiently in PivotTables.
- Introduce calculated fields and measures for deeper insights.
- Visualize data dynamically with PivotCharts and Slicers.

Day 4: Introduction to Data Analysis Functions

- Harness the power of SUMIFS, AVERAGEIFS, COUNTIFS for conditional data analysis.
- Utilize advanced filtering techniques to uncover specific insights.
- Apply scenarios and What-If analysis to forecast data.

Day 5: Forecasting and What-If Analysis

- Solve optimization problems with Excel Solver.
- Analyze trends and predictions using data analysis tools.
- Leverage Regression and Correlation for deeper insights.

Day 6: Building a Data Dashboard

- Combine charts, PivotTables, and Slicers to build interactive data dashboards.
- Design visually appealing and informative data presentations.
- Showcase your analytical skills through a practical data dashboard project.

Day 7: Final Project and Presenting Insights

- Present your insights effectively with data visualization.
- Recap and review essential data analysis techniques.
- Demonstrate your newfound expertise through a final data analysis project.

How This Course Will Help You:
Excel for Data Analysis is tailored for professionals seeking to derive valuable insights from data. By the end of the 7 days, you will be equipped with powerful tools like PivotTables, data analysis functions, and forecasting techniques. Uncover hidden trends, make informed decisions, and communicate your findings persuasively using data visualization. Excel for Data Analysis will empower you to excel in your career and make data-driven decisions with confidence.

Course Price:

Discounted Price: Rs. 999 /- (for the first 5 students only!)
Regular Price: Rs. 1499 /-

One-on-One Option Price:
One-on-One Classes (Max 5 people/group) - Price: Rs. 2499 /Person (Can decrease to Rs. 1499/Person based on group size).

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Excel for Creativity and Productivity -

Image - [Click Here](#)

Specialties:

- Small batch size (15 max)
- One-on-one option
- Career-focused
- Live Classes
- Hands on projects
- Community Access

Course Overview:
Welcome to the Excel for Creativity and Productivity course at Excel Mastery Academy! This 7-day course is designed for individuals who want to take their Excel skills to the next level by becoming more creative and efficient users. If you are eager to present data with stunning dashboards and automate tasks with macros, this course is perfect for you.

Day 1: Advanced Formatting Techniques

- Master advanced formatting options for cells, fonts, and borders.
- Learn to apply conditional formatting for data visualization.
- Understand the importance of consistent and visually appealing designs.

Day 2: Interactive Charts and Graphs

- Create interactive and dynamic charts with Excel features.
- Learn to insert sparklines, data bars, and trendlines.
- Design visually stunning charts to showcase data insights.

Day 3: Data Visualization with PivotCharts

- Extend your data visualization skills with PivotCharts.
- Design interactive and multi-dimensional charts.
- Combine multiple PivotCharts to create a comprehensive dashboard.

Day 4: Building Interactive Dashboards

- Explore techniques for building interactive and user-friendly dashboards.
- Link charts and tables for dynamic updates.
- Create navigation and control elements for seamless user experience.

Day 5: Introduction to Macros and VBA

- Get introduced to Excel Macros and Visual Basic for Applications (VBA).
- Record and run simple macros for automating repetitive tasks.
- Understand the fundamentals of VBA programming.

Day 6: Automating Tasks with Macros

- Dive deeper into VBA programming concepts.
- Learn to write custom macros for specific automation needs.
- Streamline complex tasks with personalized macros.

Day 7: Final Project - Creative Excel Automation

- Demonstrate your creativity and Excel proficiency through a final project.
- Combine formatting, charts, and macros to create a powerful Excel automation solution.
- Present your automated dashboard and showcase your productivity skills.

How This Course Will Help You:
Excel for Creativity and Productivity is designed for individuals who wish to add a creative flair to their Excel projects and boost their productivity with automation. After this 7-day course, you will be equipped with the skills to design interactive dashboards, create visually stunning charts, and automate repetitive tasks with macros. Whether you're a data analyst, project manager, or business professional, this course will elevate your Excel capabilities and enable you to impress stakeholders with your creative and efficient solutions.

Course Price:

Discounted Price: Rs.1199 (for the first 5 students only!)
Regular Price: Rs. 1699

One-on-One Option Price:

One-on-One Classes (Max 5 people/group) - Price: Rs. 2699/Person (Can decrease to Rs.1799/Person based on group size)

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