**Session 1: Power Query – Excel’s Ultimate Data Cleaning Tool**

Date: Monday, April 28, 2025, 12 PM Eastern

Learning Objectives:

* Understand the purpose and benefits of Power Query for data cleaning and transformation.
* Learn to access and navigate the Power Query Editor in Excel.
* Apply basic transformations (e.g., remove duplicates, split columns) to clean data efficiently.
* Recognize how Power Query automates repetitive tasks to save time and reduce errors.

**Session 2: Power Pivot – Powerful Data Models Simplified**

Date: Tuesday, April 29, 2025, 12 PM Eastern  
Learning Objectives:

* Grasp how Power Pivot enhances Excel’s data analysis capabilities beyond traditional tables.
* Enable and set up Power Pivot in Excel.
* Create relationships between multiple datasets and build a simple PivotTable.
* Appreciate Power Pivot’s role in managing large datasets and creating dynamic reports.

**Session 3: Dynamic Arrays – Excel Formulas Reinvented**

Date: Wednesday, April 30 2025, 12 PM Eastern  
Learning Objectives:

* Understand how dynamic arrays simplify Excel formulas with automatic spill behavior.
* Use key dynamic array functions (e.g., UNIQUE, SORT, FILTER) on sample data.
* Reduce manual formula maintenance and errors in spreadsheets.
* Explore how dynamic arrays integrate with other Excel features.

**Session 4: Python in Excel – Programming Meets Spreadsheets**

Date: Thursday, May 1 2025, 12 PM Eastern  
Learning Objectives:

* Learn the basics of Python in Excel and its advantages for advanced analytics.
* Set up and run a simple Python script using the =PY() function.
* Perform a data transformation or visualization with Python libraries in Excel.
* Understand how Python extends Excel’s capabilities beyond traditional tools.

**Session 5: Copilot in Excel – Your AI-Powered Assistant**

Date: Friday, May 2, 2025, 12 PM Eastern  
Learning Objectives:

* Understand Copilot’s role as an AI assistant for data analysis and task automation.
* Set up Copilot in Excel and prepare data for effective use.
* Use natural language prompts to generate insights or visualizations.
* Reflect on the series and plan next steps for continued Excel mastery.