It is important to be proficient in data analytics to:

• efficiently perform routine tasks to make data analysis faster and more efficient

• extract meaningful insights from all available information

• quickly update files, folders, and charts with new data

• to avoid mistakes in transforming and combining data
PARTICIPANT PROFILE

This course is best for people who:

- are responsible for producing tables, charts, and reports in Excel
- need to combine and analyze data from multiple sources
- have basic Excel spreadsheet skills

OBJECTIVES

By the end of this hands-on course, you will be able to:

- Work faster and more efficiently in Excel
- Append and merge data files and tables
- Merge multiple data tables, files and folders
- Combine spreadsheet and text data
- Un-pivot raw data tables
- Import data from the Web

Note: This course is taught using Excel 2016. Older version users may be fine, but some features taught will not be fully compatible.

FEE: $399

(SAVE $198 WHEN YOU REGISTER FOR THIS COURSE + BUSINESS ANALYTICS: PIVOT TABLES & VISUALIZATION AND BUSINESS ANALYTICS: PREDICTIVE ANALYTICS)