



ADVANCED EXCEL

BATCH TYPE: WEEKDAYS/ WEEKENDS
MODE OF TRAINING: CLASSROOM/ ONLINE/
CORPORATE TRAINING



Advanced Excel refers to the proficiency in using Microsoft Excel, a powerful spreadsheet application, beyond basic functions. It involves utilizing more advanced features and techniques to analyze data, create complex formulas, automate tasks, and generate insightful reports. Advanced Excel skills are highly valued in various industries, including finance, data analysis, project management, and business operations.

Advanced Excel Includes

- Building and applying advanced formulas, like SUMPRODUCT, INDIRECT, INDEX MATCH, and OFFSET
- Knowing what a PivotTable is and how to build one
- Knowing what an add-in is and how to install one
- Understanding and using the AutoFilter feature
- Recording a macro and using it later
- Editing or modifying simple records



Advanced Excel Course Content in detail

- Creation of personalized templates
- Knowledge on how to work with sparklines
- Basic knowledge on how to create and manage scenarios
- Use of Goal Seek and Solver
- Creation, management, and formatting pivot tables and pivot charts
- Use of Excel mathematical functions
- Creation and writing knowledge on complex formulas
- Perform data lookups
- Creation and use IF statements
- Use of Excel's data functions
- Creation and use data validation rules
- Application of custom and prebuilt conditional formatting
- How to work with functions to manipulate strings of text and data
- Creation and use of macros
- Troubleshoot and audit formulas
- Creation of pivot tables and pivot charts
- Use of queries to import external data
- Import and clean data
- How to link and consolidate worksheets and workbooks
- Troubleshoot errors



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PUNE - (AUNDH, KHARADI & HINJEWADI)
KERALA - (CALICUT, KOCHI &
TRIVANDRUM)