

Microsoft® Office Excel®: Data Analysis with Power Pivot

Duration: 1 Day

Method: Instructor-Led Training (ILT)

Course Description

We are now living in the age of big data. Data is being collected all the time and for increasingly detailed transactions. This can lead to an overwhelming amount of data, which brings about a need for people who can analyse large amounts of data quickly. Fortunately, Excel provides Power Pivot to help users organize, manipulate, and report on their data in the best way possible. Since a tool is only as good as the person using it, it is important to gain a solid understanding of Power Pivot to maximize your effectiveness when analysing data.

NOTE: This course presents information and skills that are appropriate for users of either the Office 2016 or Office 2019 desktop applications. However, the instructional environment for the delivery of this course utilizes Office 2016.

Target Audience

This course is intended for:

- Experienced Excel users who are seeking to advance their data-analysis capabilities by using Power Pivot.

Prerequisites

To attend this course, participants must have:

- Experience working with Microsoft Excel and PivotTables, as well as an understanding of spreadsheet concepts and be comfortable creating and analysing basic PivotTables.

Participants can obtain this level of skills and knowledge by taking the following courses:

- *Microsoft Office Excel 2016 or 2019: Part 1 (Desktop/Office 365™)*
- *Microsoft Office Excel 2016 or 2019: Part 2*
- *Microsoft Office Excel: Data Analysis with PivotTables (Recommended)*



Course Objectives

Upon successful completion of this course, attendees will be able to:

- Get started with Power Pivot.
- Visualize Power Pivot data.
- Work with advanced functionality in Power Pivot.

Course Topics

Lesson 1: Getting Started with Power Pivot

- **Topic A:** Enable and Navigate Power Pivot
- **Topic B:** Manage Data Relationships

Lesson 2: Visualizing Power Pivot Data

- **Topic A:** Create a Power Pivot Report
- **Topic B:** Create Calculations in Power Pivot

Lesson 3: Working with Advanced Functionality in Power Pivot

- **Topic A:** Create a Key Performance Indicator
- **Topic B:** Work with Dates and Time in Power Pivot

Appendix A: Commonly Used DAX Functions

ACTIVITIES INCLUDED

