



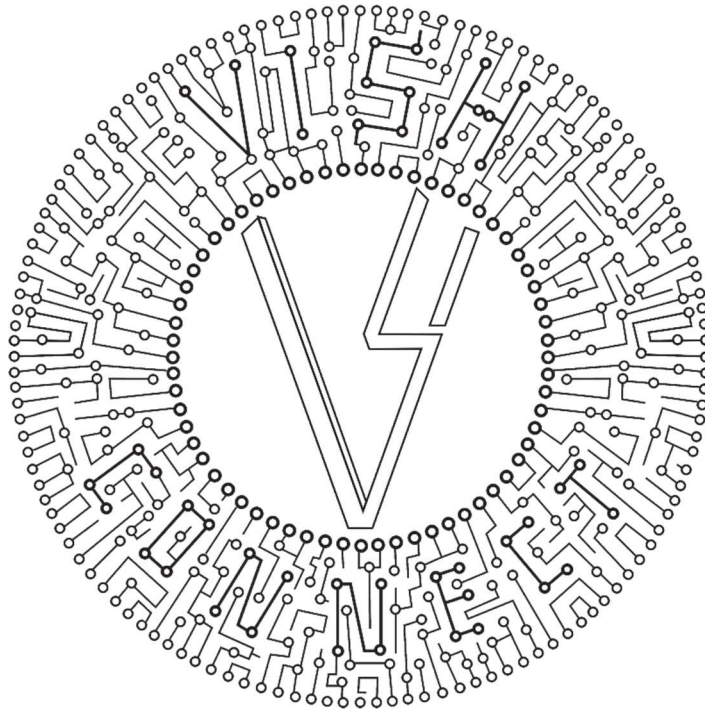
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# VISHCONNECT SOLUTIONS

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Simplify Work Through Automation

## Premium MS Excel Workshop



## Session 1: Advanced Excel Fundamentals

- **Duration: 1.5 Hours**
  - **Topics:**
    - **Recap of essential Excel skills**
    - **Efficient navigation and productivity shortcuts**
    - **Advanced formatting for professional-grade reports**
  - **Practical Activities:**
    - **Apply advanced formatting techniques**
    - **Use named ranges and structured references**
    - **Practice efficient data organization**
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## Session 2: Mastering Complex Functions

- **Duration: 2 Hours**
  - **Topics:**
    - **Array formulas and dynamic arrays**
    - **Advanced logical functions (NESTED IF, SWITCH)**
    - **Advanced lookup functions (XLOOKUP, XMATCH)**
  - **Practical Activities:**
    - **Create nested formulas for decision-making**
    - **Use array functions to perform multi-cell calculations**
    - **Practice advanced lookups with real-world datasets**
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## Session 3: Data Cleaning and Transformation

- **Duration: 2 Hours**
- **Topics:**
  - **Data cleaning techniques with Excel tools**
  - **Advanced text functions (TEXTJOIN, SUBSTITUTE, FIND)**
  - **Power Query basics for data transformation**
- **Practical Activities:**
  - **Clean and prepare messy datasets**

- Use Power Query to combine and transform data
  - Automate repetitive cleaning tasks
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#### **Session 4: Advanced Data Analysis with PivotTables**

- **Duration: 2 Hours**
  - **Topics:**
    - Creating multi-level PivotTables
    - Calculated fields and custom grouping
    - Using slicers and timelines for interactivity
  - **Practical Activities:**
    - Build multi-dimensional PivotTables
    - Add calculated fields and analyze data trends
    - Customize PivotCharts with slicers and timelines
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#### **Session 5: Advanced Data Visualization**

- **Duration: 2 Hours**
  - **Topics:**
    - Designing dynamic dashboards
    - Using advanced chart types (Waterfall, Histogram, Combo)
    - Interactive visualizations with form controls
  - **Practical Activities:**
    - Create a dynamic business dashboard
    - Use advanced charts to visualize complex data
    - Add interactive elements for user engagement
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#### **Session 6: Financial and Statistical Analysis**

- **Duration: 2 Hours**
- **Topics:**
  - Financial functions (NPV, IRR, PMT)
  - Statistical functions (FORECAST, TREND, CORREL)

- **Goal Seek and Solver for scenario analysis**
  - **Practical Activities:**
    - **Perform financial calculations for investment scenarios**
    - **Use statistical functions to analyze trends**
    - **Apply Solver to optimize a business problem**
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### **Session 7: Automation with Macros and VBA**

- **Duration: 2.5 Hours**
  - **Topics:**
    - **Writing and editing VBA scripts**
    - **Automating workflows with loops and conditional statements**
    - **Debugging and error handling in VBA**
  - **Practical Activities:**
    - **Write VBA scripts to automate tasks**
    - **Create a custom macro-enabled workbook**
    - **Debug and optimize a macro for efficiency**
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### **Session 8: Power Query and Power Pivot**

- **Duration: 2 Hours**
  - **Topics:**
    - **Advanced Power Query features (merging, appending, custom columns)**
    - **Introduction to Power Pivot for data modeling**
    - **Creating relationships between datasets**
  - **Practical Activities:**
    - **Use Power Query to combine multiple datasets**
    - **Build a Power Pivot model for business analysis**
    - **Visualize data from Power Pivot in PivotTables**
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## Session 9: Advanced Conditional Formatting

- **Duration: 1.5 Hours**
  - **Topics:**
    - Custom conditional formatting with formulas
    - Data bars, color scales, and icon sets
    - Applying advanced rules for complex datasets
  - **Practical Activities:**
    - Highlight outliers and key metrics using custom rules
    - Create heat maps and progress trackers
    - Apply multi-rule conditional formatting
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## Session 10: Collaboration and Integration

- **Duration: 1.5 Hours**
  - **Topics:**
    - Sharing and protecting workbooks
    - Real-time collaboration in Excel 365
    - Integrating Excel with other tools (Power BI, Outlook, SharePoint)
  - **Practical Activities:**
    - Set permissions and share workbooks securely
    - Collaborate on a shared file in Excel 365
    - Export data from Excel to Power BI for visualization
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## Session 11: Advanced Troubleshooting and Optimization

- **Duration: 2 Hours**
- **Topics:**
  - Troubleshooting errors in formulas and links
  - Performance optimization for large workbooks
  - Best practices for workbook design and management
- **Practical Activities:**
  - Diagnose and fix errors in complex workbooks

- **Optimize a workbook for speed and efficiency**
- **Apply best practices to streamline workbook navigation**

## Premium MS Excel Workshop

### Contact Information:

For any questions or further information, please contact us at:

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