Govt. Recognised
iNFOBYTE ®
— CAREER INSTITUTE —

Advanced Certification Course in
ADVANCED EXCEL

- Practical Training
- Training From Expert Trainer
- Interview Preparation
- Complete Placement Assistance
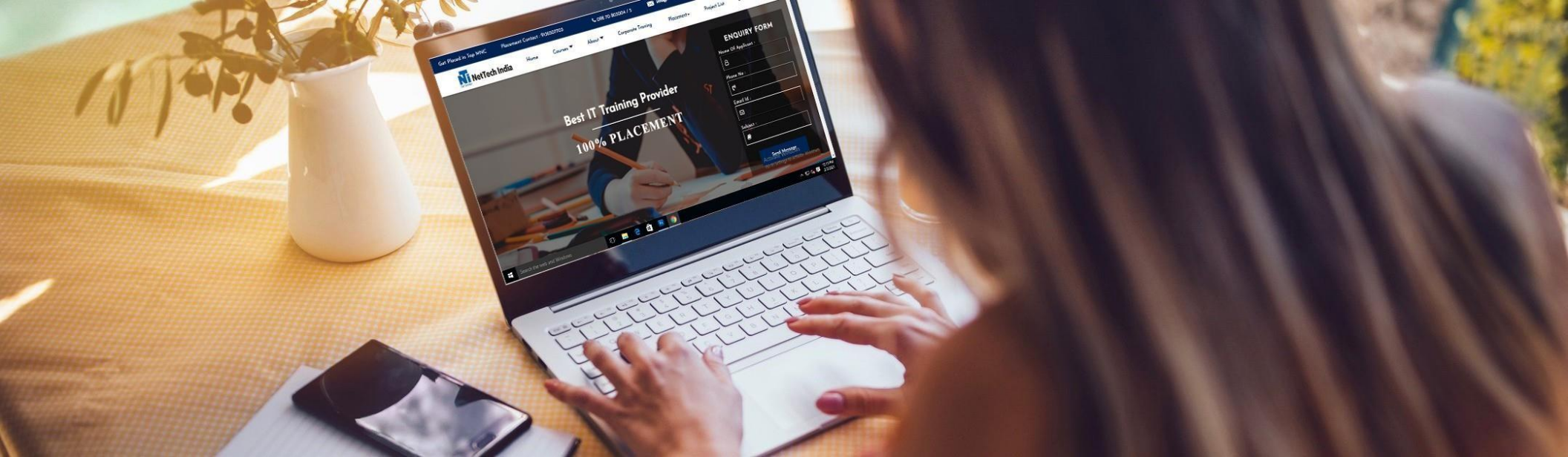
CERTIFICATIONS OPTIONS AVAILABLE

ABOUT US

Infobyte Computers offers a high-quality learning experience in the field of IT training to train students on brand new technologies and train them to deliver the desired results with commercially relevant and re-organized technical skills.

The probability of achieving your dream job will keep on increasing day by day once you complete a course in **Infobyte Computers** We also focus on improving soft skills in terms of communication, leadership, teamwork, external appearance, and attitude which helps everyone to be professional in all the aspects of their career.

25%
Theory

75%
Practicals

ABOUT
ADVANCE EXCEL

Infobyte Computers offers an **Advance Excel** certified course for the beginners to advance level students in Mumbai, Thane, Navi- Mumbai. Learning excel is now important as it helps to handle large data analysis for the business. Enhance your skills in learning everything that you need to know about excel, like – data visualization, data analysis, excel formulas and charts, pivot tables, VLOOKUP,HLOOKU XLOOKUP INDEX, MATCH P functions, etc. Infobyte Computers all the courses are supervised by industry trainers who have year's of experience in excel. If you dream of working in top business sectors as data analysis or financial advisor then this course is suitable for you it will lead to career advancement. If you a one who wants to make a career in finance, data analysis, financial advisor then this course is for you.

WHY
INFOBYTE COMPUTERS?

- Free Complete Placement Training

- Career Growth - Higher Pay & Position

- Encourages Professional Development

- Enriches Self-image and Reputation

- Enhances professional Credibility.

- Abundant Job Opportunities

- Used In Many Industries

- Global Recognition

- Secure and Flexible

- 50+ Case Studies

- 50+ Projects

COURSE CONTENTS

- Multiple Level Subtotal Reports

- Filtering Database & Sorting Data

- Securing & Protecting Worksheet

- Linking Multiple Sheets

- 3D Reference in Excel

- Sheet Referencing

- Dynamic Linking Word/Excel/Power point

- Function H lookup V lookup Lookup

- X Lookup Dynamic H lookup V lookup

- COUNTIF, SUMIF, SUMIFS

- What if-if-analysis

- Goal Seek

- Pivot Table & Pivot Charts Slicer

- Reporting

- Character Functions

LEVEL 1

- Scenario Manager

- Dated if Functions

- Date Functions

- NESTED IF

- Consolidation of Data

- Data Validation

- Logical Function

- (IF, AND, OR, NOT)

- Macro: Definition & Concepts

- Record & Run Macro

- Store a Macro

- Intro to VBA

- Live Projects: Over 30 Projects

- Performing complex calculations more effeciently

- Using Various Excel Functions and executing in Dynamic Projects

- Organizing and analyzing large volumes of data

- Creating MIS Report

- Designing and using templates

- Consolidating and Managing data from multiple Workbooks

- Writing conditional Expression (using if)

- Using Logical Functions (AND,OR, NOT)

LEVEL 2

- Using Logical & Reference function (VLOOOKUP, HLOOKUP, XLOOKUP)

- Nested VLOOKUP with Exact Match

- VLOOKUP with Tables, Dynamic Ranges

- Nested VLOOKUP with Exact Match

- Using VLOOKUP to Consolidate Data from Multiple Sheets

- Advanced Formatting: Using Conditional Formatting Option for Rows Columns & Cells

- Formatting & Customizing Pivot Tables

- Using Advanced Options Of Pivot Tables, Pivot Charts

- Consolidating data from Multiple Sheets

- using External data Sources

- Using data consolidation features on consolidate data

- show Value as (% Row, % of Column Running Total Compare with Specific Field)

- Viewing Subtotal under Pivot

- Advanced date & time Functions

- Data Validation in Financial Functions

- Advanced Shortcut Keyboard Commands

- Create forms with Radio Buttons, Selection Tools Other programming tools Creating Slicers

WHO CAN LEARN ?

- Anyone who wants to build career in MIS.

- Anyone who wishes to gain knowledge about the advance excel.

- Candidates who completed higher secondary school reading level.

- Anyone who wants to build career.

CAREER
OPPORTUNITIES

- Data Analyst

- Metrics and Analytics Specialist

- MIS Executive

- Financial Analyst

- Market Research Analyst

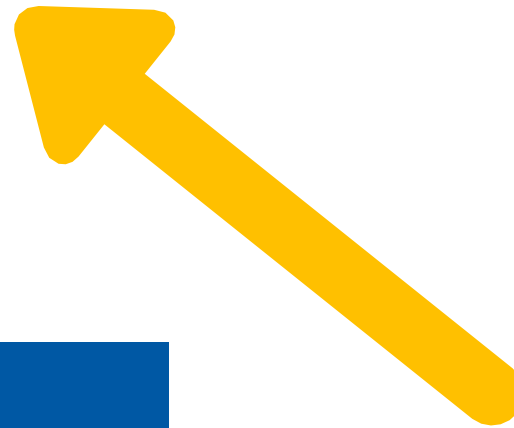- Big Data Solution Architect

And Many More...

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TELECOM SOLUTIONS

Mastek

Mahindra

TATA
TATA CONSULTANCY SERVICES

L&T Infotech

Godrej

and Many

PROCESS FOR
SUCCESS

GET PLACED

GET TRAINED

ENROLL

FACILITIES OFFERED

- Practical Training on Live Projects

- Complete Placement Assistance

- Interview Preparation

- Global Certification

- Fully functional labs

- Online / Offline Training

- Study Materials

- Expert Level Industry Recognized Training