



MICT SETA accredited ACC/2011/07/066 Est. October 2003

## College Africa Group – Using PivotTables and PowerPivot two day Course

This is a two day course which will provide the delegate with essential skills so that they can improve their reporting with Pivot Tables and PowerPivots. The delegate receives a manual and an attendance certificate.

## Using PivotTables and PowerPivot two day Course



This PivotTables and PowerPivot will provide the delegate with the necessary skills to analyse vast amounts of data efficiently and effectively. This course builds on the grounding which was learnt in our Excel Advanced courses.

On completion the delegates will be in the top 5% of Advanced Excel users in Southern Africa.

### Microsoft Excel 2016 – Using PivotTables and PowerPivot

If you have been using Excel for some time now and have looked at PivotTables but don't really know how to use them or take them further, then this two-day course covers features for experienced users of Microsoft Excel. It looks specifically at how to get the best from Excel's PivotTables. It also looks at how to use PowerPivot, which is the add-in now included with Microsoft Excel.

You will learn how to

- Create dashboards
- Understand the difference between an Excel Table and an Excel Range
- Create row formulas in tables
- Create PivotTables and PivotCharts
- Work with slicers and timelines to filter information
- Define table relationships
- Create PivotTables connected to multiple tables
- Work with Data Models
- Use date tables for grouping pivot data
- Invoke the RELATED and CALCULATE DAX functions
- Create PivotTables hierarchies
- Use Key Performance Indicators in PivotTables

Who would benefit from this course?

This course is designed for people who are looking to use PivotTables and PowerPivot to process large amounts of data into meaningful information for business intelligence and analysis. If you want to learn how to work with macros then the Automating Excel using Macros and VBA course would be more beneficial.

Pre-requisites

A good understanding of Microsoft Excel 2016 is required, or attendance on our Famous Executive Excel advanced user course.

Johannesburg, Cape Town and Durban dates on request. Onsite training dates are flexible. Minimum of four delegates attending simultaneously. T&C's apply.

Not your area? Please contact Arnold 083 778 4903 for a quotation.

R 6995 ex vat, including teas, light lunch, manuals and an electronic certificate. Group pricing is available.

Book now!

Others have taken advantage of this offer, so why not you?

This course will prepare the delegate for even more advanced Excel and PowerPivot courses. The delegate receives a manual and an electronic attendance certificate on completion of the course.

Contact Arnold + 27 083 778 4903 or email [sales@collegeafricagroup.com](mailto:sales@collegeafricagroup.com)?

# Reasons to attend this Course

## PowerPivot

- It is better than Vlookup
- Lightning calculations. Nothing is Faster!
- Billions of Rows
- Data Feeds
- DashBoards are easy to create.
- You want to Discover your Potential

### Contact

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**Call centre 0861 114 679 (office hours)**



## ABOUT THE AUTHORS AND SENIOR FACILTATORS

### ARNOLD MUSCAT

Obtained a Bachelor of Commerce degree majoring in Business Management and Economics (UNISA). He also obtained a First Class pass with Institute of Marketing Management (IMM). He has worked in the financial, sales, marketing, manufacturing, production and retail industries attaining positions of General Manager, Finance Director and Managing Director. Arnold began using spreadsheets in the 1980's when Microsoft Office was being introduced into the workplace and has been a continuous and progressive user of MS office and related programmes for the past 20 years. He has been involved with training since 2003 and is the Managing Director and co-owner of College Africa Group, a national training company in Southern Africa.

You can learn more about Arnold at [www.arnoldmuscat.co.za](http://www.arnoldmuscat.co.za) and Facebook and LinkedIn.

### JENNY MUSCAT

Obtained a Bachelor of Commerce degree majoring in Business Management and Industrial Psychology. She also obtained a Diploma in Public Relations and in Real Estate. She has worked in banking and foreign exchange, marketing, public relations, logistics planning, project management, operations in the transport industry and real estate attaining positions of General Manager and Director. Jenny has been involved with project management for more than 20 years which included Rugby World Cup 1995 and World Cup Soccer 2010 held in South Africa.

She joined the training industry in 2008 and is currently a Director and co-owner of College Africa Group, a national training company in Southern Africa.

You can learn more about Jenny at [www.jennymuscat.co.za](http://www.jennymuscat.co.za)