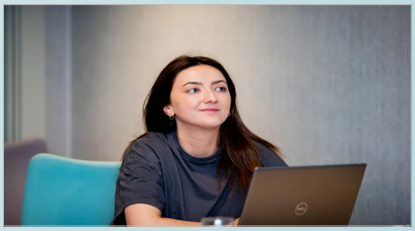
Excel Advanced Data

1 day training course



Course contents

This course will cover the following topics. Those marked with (*) will be covered if time allows.

Advanced tables

- Removing duplicates
- Adding and removing subtotals
- Grouping/outlining controls

List and table functions

- Using FILTER
- Using SORT and UNIQUE
- Using the GROUPBY function
- Using PIVOTBY

Pivot tables

- Creating pivot tables
- Changing the aggregation function
- Drilling down
- Filtering and sorting

Advanced pivot tables

- Grouping fields
- Showing % of grand totals, etc
- Slicers and timelines

Getting data with Power Query

- Using different data sources
- Query steps
- Massaging data before loading it
- The "Column by example" transform

Using Copilot Chat

- What to include in requests
- Using the results
- Modifying the results

Consolidaton (*)

- Formulae across sheets
- 3D sums across sheets
- The Consolidation tool

Advanced charts (*)

- Combination charts
- Regression and trendlines
- Picture charts
- Sparklines

Pre-requisites for Excel Advanced Data course

To attend this course you need to be a confident user of basic Excel functionality. You should also need to work with tables of data in Excel.

Prices

Venue	Address	Price per place
London	Landmark, 99 Bishopsgate, London EC2M 3XD	£995 per person + VAT
Manchester	Holiday Inn, 25 Aytoun Street, Manchester M1 3AE	£795 per person + VAT
Online	Your home or office!	£595 per person + VAT

Scheduled Dates

Dates	Venue	Times	Price per place	Booking
Friday 05 February 2027	Online	09:30-16:30	£595 + VAT	Book this
Tuesday 16 February 2027	London	09:30-16:30	£995 + VAT	Book this
Monday 01 March 2027	Manchester	09:30-16:30	£795 + VAT	Book this
Thursday 11 March 2027	Online	09:30-16:30	£595 + VAT	Book this
Friday 16 April 2027	Online	09:30-16:30	£595 + VAT	Book this

If you can't see the dates that you want, ask us about organizing a customized course at your office (we'll provide and set up the computers), or else an online course tailored to your needs.