Excel Business Modelling

2 day training course

Course contents

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

Building models

- What makes a good formula
- Separating inputs and calculations
- Maintaining constant periodicity

Range names

- Creating range names
- Editing/deleting range names

Masking

- Avoiding the IF function
- Creating a mask

Styles

- Using styles to apply formatting
- Number format styles

Formatting numbers and dates

- Standard number formats
- Hiding cell contents
- Date formats

Conditional formatting

- Creating cell rules
- Managing cell rules
- Viewing conditional formats
- Data bars and icon sets

Data validation

- Setting validation rules
- Input and error messages
- Highlighting validated cells
- Circling invalid data

Protection

- How protection works
- Unlocking cells
- Turning protection on for a worksheet
- Protecting the whole workbook

Grouping/outlining

- Creating and removing groups
- Expanding and collapsing

Multiple worksheets

- Group editing
- Formulae across sheets
- 3D summing across sheets

Array formulae

- Block formulae
- What the curly brackets mean
- Functions using arrays

Cashflow calculations

- Avoiding circularity
- Separating interest paid and received
- Dealing with compound interest rates

Investment appraisal

- Net present value
- Internal rate of return
- Non-periodic cashflows

Conditional formulae

- Creating a single =IF formula
- Using =SUMIFS and =COUNTIFS
- Combining conditions

Lookup functions

- The XLOOKUP function
- VLOOKUP for continuous values
- VLOOKUP for exact matches
- Data validation for exact matches

Advanced lookup functions

- The XMATCH function
- Combining =INDEX and =MATCH
- The OFFSET function

Scenarios

- Creating what-if scenarios
- The scenario manager

Goal-seeking (*)

- Targeting a given value
- Setting the number of iterations

Data tables

- One-way data tables
- Two-way data tables

Pre-requisites for Excel Business Modelling course

Delegates should already be very comfortable with using the basics of Excel. Some financial modelling or accountancy background, while not essential, will be very useful. Note that this course is an alternative to our two-day Advanced Excel course, not a follow-on.

Prices

Venue	Address	Price per place
London	Landmark, 99 Bishopsgate, London EC2M 3XD	£1,525 per person + VAT
Manchester	Holiday Inn, 25 Aytoun Street, Manchester M1 3AE	£1,150 per person + VAT
Online	Your home or office!	£995 per person + VAT

Scheduled Dates

Dates	Venue	Times	Price per place	Booking
Tue/Wed 05-06 August 2025	Online	09:30-16:30	£995 + VAT	Book this
Thu/Fri 04-05 September 2025	Online	09:30-16:30	£995 + VAT	Book this
Wed/Thu 01-02 October 2025	Online	09:30-16:30	£995 + VAT	Book this
Tue/Wed 04-05 November 2025	Online	09:30-16:30	£995 + VAT	Book this
Thu/Fri 04-05 December 2025	Online	09:30-16:30	£995 + 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.