



This course covers the following topics (any items marked with a \* will be covered if time allows):

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| <p><b>Working with tables</b></p> <ul style="list-style-type: none"><li>• The table object model</li><li>• Sorting and filtering</li><li>• Other table operations</li></ul> <p><b>Working with pivot tables</b></p> <ul style="list-style-type: none"><li>• Understanding the object model</li><li>• Pivot table hierarchies</li><li>• Layouts and fields</li><li>• Filters and slicers</li></ul> <p><b>Working with charts</b></p> <ul style="list-style-type: none"><li>• The charts object model</li><li>• Formatting charts</li><li>• Data series</li><li>• Other chart operations</li></ul> <p><b>External API calls</b></p> <ul style="list-style-type: none"><li>• Async functions</li><li>• Understanding JSON responses</li><li>• Parsing JSON arrays</li><li>• Converting JSON to tables</li></ul> | <p><b>Script storage</b></p> <ul style="list-style-type: none"><li>• Managing .osts files</li><li>• Ways to share scripts</li></ul> <p><b>Visual Studio Code</b></p> <ul style="list-style-type: none"><li>• Editing scripts in VS Code</li><li>• Configuring VS Code settings</li></ul> <p><b>Power Automate</b></p> <ul style="list-style-type: none"><li>• Introduction to Power Automate</li><li>• Creating instant flows</li><li>• Looping over files</li><li>• Running the same script on workbooks</li></ul> <p><b>Processing form responses</b></p> <ul style="list-style-type: none"><li>• A quick overview of Forms</li><li>• Getting responses</li><li>• Analysing form responses</li></ul> | <p><b>Scheduling scripts</b></p> <ul style="list-style-type: none"><li>• Scheduling scripts</li><li>• Editing flows</li></ul> <p><b>Working with emails</b></p> <ul style="list-style-type: none"><li>• Working with Outlook</li><li>• Sending emails</li><li>• Analysing emails</li></ul> <p><b>Case studies</b></p> <ul style="list-style-type: none"><li>• Combining worksheets</li><li>• Removing hyperlinks</li><li>• Other case studies</li></ul> |
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Maximum 6 people per course. Scheduled classroom courses include lunch at a local restaurant; you can see how our online training works [here](#). For more information, see <https://www.wiseowl.co.uk/>.