



Softcrayons

ADVANCED EXCEL

*Empowering minds
shaping futures*



PROFESSIONAL CERTIFICATION IN

ADVANCED EXCEL

PROSPECTUS



Key Advantages of Choosing Softcrayons

FOR STUDENTS

Supplemental Learning Resources: Softcrayons offers offline and online courses, educational materials, and additional resources that can complement and enhance college students' learning.

Skill Development: Softcrayons offer courses and certifications focused on developing specific skills that are in high demand in the job market.

Career Exploration: Softcrayons offer a wide range of courses across various disciplines, enabling college students to explore different fields and potential career paths.

Industry Relevance: Softcrayons frequently collaborates with industry professionals and experts to ensure that the knowledge and skills imparted are relevant and aligned with current industry practices and trends.

FOR FREELANCER & JOB SEEKER

Flexibility: Softcrayons offers online courses and programs that can be accessed from anywhere.

Skill Development: To acquire in-demand skills according to the latest industry trends and technologies to stay competitive in the job market.

Key Advantages of Choosing Softcrayons

Certifications: Softcrayons provides you with Professional Certifications and helps you with Resume Enhancement.

Career Support: Softcrayons also offers career counseling and job placement assistance, which can be invaluable for freelancers seeking new projects or job seekers looking for employment.

FOR ENTREPRENEURS AND BUSINESS OWNER

Upskilling and Reskilling: As the business landscape evolves rapidly, Softcrayons ensure that you stay up-to-date with the latest trends, technologies, and best practices.

Flexible Learning: Online courses offered by Softcrayons allow you to learn at your own pace, fitting your studies around your busy schedules.

Entrepreneurial Skills Development: Softcrayons offers courses and programs specifically designed to help entrepreneurs develop essential skills.

Cost-effective: Softcrayons provides more affordable learning options that help you invest in your professional development without straining your budget.

About The Program



The Advanced Excel Training Program enhances your Excel skills, enabling you to create complex reports and derive valuable insights. Through practical projects, you'll master advanced techniques for data integration, reporting, and visualization, crucial for today's data-driven business landscape.



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14 EXCEL DASHBOARD

15 NEW FUNCTION IN EXCEL OFFICE 365

ADVANCE EXCEL

TRAINING CURRICULUM

1 Module 1: Excel Overview

- Validations
- Formula Reference
- Formatting Basic
- Formatting Advanced
- Customized Conditional Formatting

2 Module 2: Excel Built in Functions

- Logical Functions
- Math & Text Functions
- Date and Time Functions
- Statistical Functions
- Database Functions
- Information Functions

3 Module 3: Workgroup Collaborations

- Protecting, Sharing
- Formula Auditing
- Ctrl+G
- Naming Range

4 Module 4: Sorting And Filtering

- Advanced Sorting on 5-10 different criteria(s)
- Advanced Filters on 5-10 different criteria(s)

5 Module 5: Summarizing Data

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TRAINING CURRICULUM

- Adding subtotals to a list
- Nesting subtotals
- Text to column
- Flash Fill

6 Module 6: Data Validation

- Number, Date & Time Validation
- Text and List Validation
- Custom validations based on formula for a cell
- Dynamic Dropdown List Creation using Data Validation

7 Module 7: Working With External Data & Data Analysis Tool

- Importing Data from multiple data sources
- Hyperlink
- Data Consolidation
- Goal Seek
- Solver Tool
- Financial Function
- Scenario Manager/ Data Tables

Practical Exercises:

- Creating complex charts and applying advanced visualizations

8 Module 8: Using Macros

- Macro options
- Creating Macros
- Editing and Deleting Macros

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TRAINING CURRICULUM

- Use Relative References

9 Module 9: Advanced Array Functions

- Basic Examples of Arrays (Using ctrl+shift+enter).
- Advanced Use of formulas with Array
- Sum product C Aggregate Function

10 Module 10: Lookup Functions

- VLOOKUP, Hookup, Lookup.
- Match, Index C Match
- Reverse Lookup using Choose Function
- Worksheet linking using Indirect.
- 1D, 2D, 3D Lookups
- Duplicate VLOOKUP
- V Partial C Case Sensitive C Duplicate VLOOKUP
- Dynamic Lists
- Address
- Mastering VLOOKUP – 50+ Examples Rehearsal

11 Module 11: Pivot Tables

- Introduction to PivotTables
- Classic Pivot Table
- How to automatically update PivotTables
- Text Filters-how text filters are used to filter a PivotTable based on text
- Grouping and Pivot Charts
- Value Field Settings and Show Values As
- Creating Calculated Fields and Calculated Items
- Using Slicers, Filters, and Timelines to quickly analyse data
- GETPIVOTDATA Function
- Creating Pivot Tables from Multiple Ranges

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TRAINING CURRICULUM

12 Module 12: Pivot Tables Based on A Filter

- Basic Examples of Arrays (Using ctrl+shift+enter).
- Advanced Use of formulas with Array
- Sum product C Aggregate Function

Practical Exercises:

- Analyzing and visualizing data with PivotTables and Pivot Charts

13 Module 13: Charts And Slicers

- Creating a chart with the 2D or 3D
- Create Doughnut Charts, speed – o- meter chart,
- Create Progress, Bullet Chart

14 Module 14: Excel Dashboard

- Planning a Dashboard
- Adding Tables and Charts to Dashboard
- Link with one sheet to another worksheets and workbook
- Interactive Dashboard with Form Controls
- Form Controls for reports automation

15 Module 15: New Functions in Excel Office 365

- New Charts-Tree Map, Waterfall, Sunburst, Forecast Sheet
- Sparklines- - Line, Column C Win/Loss
- Using 3-D Map
- XLOOKUP, XMATCH, SORT, SORTBY, SEQUENCE, FILTER, RANDARRAY, UNIQUE, LET,

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TRAINING CURRICULUM

Practical Exercises:

- Real-world examples and problem-solving

 SOFTCRAYONS®

Testimonials of Students



Sukhpreet Kaur

2 reviews

★★★★★ 2 weeks ago **NEW**

Hlo mam I'm Sukhpreet your Softcrayons taining institute in student my training is digital marketing course 😊 I'm very becoz I'm digital marketing beginner but my experience to much becoz my trainer is very intelligent and supportive and nature is very friendly 😊



Manish Malik

1 review

★★★★★ 2 weeks ago **NEW**

I'm new student in softcrayons my starting classes all gud my softcrayons experience to much better becoz my trainer is very experienced



Aman Bhardwaj

2 reviews

★★★★★ 5 months ago

I am Aman Bhardwaj, Recently I completed a Digital Marketing course from Softcrayons. After completing my course I got a placement at SNVA Ventures with a good salary package. If you want to do a course and boost your career in the Digital Marketing field. I will recommend you visit Softcrayons. If I talk about the environment and faculty then Softcrayons have a very good and friendly environment and their faculty is highly experienced in the Digital Marketing field. Specifically, Yashvant sir is one of the best trainer and they have great experience in the Digital Marketing field. Thank you Softcrayons and all staff who helped me boost my career in the Digital Marketing field.



Shivam Sharma

1 review

★★★★★ 2 months ago

I got the chance to study with the best teacher and they provided me a good career guidance. a veryb great place to learn programming and start your career.



Lalita Tiwari

1 review

★★★★★ 5 months ago

I heared about softcrayons through friends and I enroll myself here, and done my course. I suggest you all to join softcrayons. Hope you do great.



Tanish Chandrawal

5 reviews

★★★★★ 5 months ago

It is good institute, practical oriented practice is very good. This institute is very useful for graduate students to make carrier in IT. 100% job guarantee is available for all students.Very good Institute for Cloud Computing like Azure, AWS, GCP.



Aman Vishwakarma

2 reviews

★★★★★ 2 months ago

Hie guys I'm aman softcrayons institute students for AutoCAD.. softcrayons institute is best training institute sarfaraz sir is best teacher for softcrayons. And best institute softcrayons

PLACEMENT COMPANIES





SOFTCRAYONS®



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