

# ADVANCE EXCEL



IT EDUCATION  
CENTRE

## Modules:

Excel Introduction  
Date And Time Functions  
Customizing Excel  
File Formats..  
Advanced Paste Special Techniques  
Using Basic Functions  
New In Excel 2013 / 2016 & 365  
Formatting And Proofing  
New Charts - treemap & Waterfall  
Using Power Map And Power View  
Quick Analysis Tool  
Mathematical Functions  
Sorting And Filtering  
Various Charts Gantt Chart, Doughnut Chart, Pie, Column & Area Chart  
Sorting Data Using Custom Sort  
Dashboard Designing  
Data Validation, Creating Drop Down Lists Using Different Data Sources  
Protecting Excel  
Text Functions  
Printing Workbooks  
What If Analysis  
Pivot Tables  
Logical Functions  
Arrays Functions  
Data Validation  
Charts And Slicers  
Lookup Functions  
Smart Lookup And Manage Store



**IT EDUCATION**  
CENTRE