Excel – Dashboards in Excel

Description

This training will enable participants to create dashboards that are easily understood and used by everyone.

Niveau
Avancé
Course Content
Module 1: Dashboards

- Understand the purpose of a dashboard
- Determine what values to show on your dashboard
- Preparing the data

Module 2: Charts

- Adding geographic data
- Creating a map chart
- Inserting a scatter chart
- Inserting gauge type charts

Module 3: Finalizing the dashboard

- Setting up data on the dashboard
- Adding slicers and timelines
- Final formatting

Lab / Exercises

- Practice exercises will be given at the end of each module

Documentation

- Digital course material included

Participant profiles

- Users who analyze data in Excel and present it to others

Prerequisites

- Knowledge of data analysis, charts and formatting in Excel

Objectives

- Set up a dashboard
- Create specific charts such as maps or gauges
- Set up the dashboard to facilitate the use of data

Classroom Registration Price (CHF)
400
Virtual Classroom Registration Price (CHF)
375
Duration (in Days)
0.5
Reference
MOE-26