



**Course name: Certificate Course in Advance Excel with Power BI & AI tools**

**Prof name: Mayuri Gor**

**Duration: 20 Sessions (15 Sessions Online + 5 Sessions Offline- 90 mins each)**

**Lecture Schedule: Monday's and Friday's**

**Timings: 3.00pm to 4.30pm**

**Fees: ₹2500/-**

**Course Objective:** The objective of an Excel course with Power BI & AI tools is to teach students advanced Excel techniques, integrate Power BI & AI tools for data analysis and automation, and develop skills in data visualization, predictive analytics, problem-solving, and decision-making. The course focuses on practical applications, enabling students to proficiently use Excel with AI tools for efficient and effective data analysis.

**Career Opportunity:** Learning Excel with Power BI & AI tools opens up career opportunities in data analysis, business intelligence, financial analysis, operations analysis, marketing analysis, supply chain analysis, and project management. With these skills, you can analyze data, generate reports, make data-driven decisions, optimize processes, and improve efficiency using AI-powered tools. Expand your knowledge in statistics, programming, and data visualization for success in these roles.

**An advanced Excel course with Power BI & AI tools contents:**

Introduction to Excel	Pivot Charts with Report
Basic Functions	Date and Time Functions
Tabs and Ribbons	Text Functions
Home Tab	Mathematical Functions
Number Formatting	Statistical Functions
Advance Conditional Formatting	Financial Functions
Paste Special	Logical Functions
Insert Tab	Conditional Functions
Page Layout Tab	Lookup Functions
Data Tab Sub Total / Consolidation	Database Functions
Working with Charts	Array Functions
Pivot Table	Debugging Formulas
Data Filtrations	Working with Macros
Data Sorting / Validation	Power BI Introduction
Whatif Analysis	Overlook of screen
Goal Seek Scenario	Different Data source
MIS Reporting	Types of charts
Setting up Formulas Practically	Dax functions
Advance Level Shortcut Keys	Creating relationships
Page and Margin Setup	Dashboard Creation
Protection and Security	ChatGPT with other AI tools for data analysis using excel
Advance Printing Features	functions

**Examination:**

Topic wise practical Assignments, Final MCQ exam after the course completion.