DIGITAL & IT

INTERMEDIATE

Dashboard with Power Query

Description

This introductory course empowers participants to unlock the full capabilities of Excel for data integration and visualisation. Gain hands-on experience with Power Query for efficient data gathering and learn preparation essentials of data visualisation and dashboard design.

By the end of the course, you'll be able to create dynamic dashboards using Excel's advanced tools such as Pivot Tables, Pivot Charts, and various chart types, including Sparklines for mini-chart visualisations.

Equip yourself with the skills to craft insightful, interactive dashboards that drive informed business decisions.

Who is this Course For?

This course is suitable for participants who need to create Management Reports on Dashboard using Excel's advanced tools including Power Query.

Course Objectives

By the end of this course, learners will be able to:

- Understand the fundamentals of Power Query as a data preparation tool.

- Apply techniques to clean and transform raw data effectively, making it suitable for analysis.

- Construct interactive dashboards using Excel's Power Query and PivotTable.

- Apply various visualization objects such as Charts and Sparklines.

Course Duration
8 Hours

Mode of Training
Classroom

Full Fee
$380
(Subject to 9% GST)

Nett Fee
$414.20
(After GST)

As pre-requisites may differ by course, we strongly encourage you to review the details and contact us for any clarification.

Visit our Website

6737 5761

Address: 150 Orchard Road, #06-14, Orchard Plaza 238841
Whatsapp: 8767 0614
Mailbox: enquiry@jci.edu.sg

Course Content

Learning Unit 1: Definitions
- What Is Data Visualization
- What Is A Dashboard

Learning Unit 2: How-To Guide
- Steps In Designing A Dashboard

Learning Unit 3: Introduction To Power Query
- Understand What is Power Query.
- Learn how to use Power Query to Get Data from Different Worksheets and/or Different Workbooks.
- Learn how to use Power Query to Prepare Data, for e.g., Create New Calculation in a New Column. The data preparation steps are for repeated use, so it can save the user a lot of time and effort.

Learning Unit 4: Create Dashboard
- Shapes / SmartArt
- Illustrate Key Metrics such as Total Revenue, Market Share in Percentage
- Pivot Table & Pivot Chart
- Display Key Summary such as Sales by Product, Sales by Region
- Filter Multiple Summaries with a Slicer or a Timeline
- Excel Charts
- Visualize data using different Excel Charts such as Column / Line / Pie / Bar / Combo Chart
- Sparklines
- Visualize data using Mini-Charts