



## Excel – Dashboards in Excel

### Description

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

### Reference

MOE-26

### 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

## Niveau

Avancé

## Classroom Registration Price (CHF)

400

## Virtual Classroom Registration Price (CHF)

375

## Duration (in Days)

0.5