

Excel - Dashboards in Excel

Description

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

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

Reference

MOE-26