

**Excel Magic! -More Functions**

**January 11-13-15, 2022. Tuesday-Thursday-Saturday**

**5:00 PM - 7:00 PM BC, 6:00 PM - 8:00 PM Alberta, 8:00 PM - 10:00 PM Eastern Time**

**On Line Via Zoom (Link will be sent to registered participants)**

**Fee for this three evenings Information Session is $10.00**

**Participants will acquire Advance MS Excel knowledge on how to effectively use**

**More powerful functions of Microsoft Excel**

**Course Outline**

|  |  |
| --- | --- |
| **LOGICAL FUNCTIONS*** *Help make logical decisions and NESTED FUNCTIONS when a single function will not produce the desired result*

***CONDITIONAL FUNCTIONS**** *Exert conditional criteria on calculations*
* *SMALL and LARGE Functions*

***MATCH AND INDEX*** **???????*****XLOOKUP (Office 365)**** *XLOOKUP in nested from*
* *Excel’s Data Model to combine TABLES in A PIVOT TABLE*

**DYNAMIC UNIQUE, SORT and SORTBY Functions*** *Use of the # Hash Tag in creating Dynamic Drop-Down Lists*
 | **FILTER FUNCTION*** Extract multiple records from your data
* *DYNAMIC ARRAY FILTER Function*

**POWER QUERY*** Allow connections to other data, local or remote, and to shape your data as you wish to see it for further analysis.

**SMALL and LARGE FUNCTIONS*** Can determine. What product has the most sales? What product came in second? Who has the shortest race run time? Who was second?

**SIMPLE Macro and a Visual Basic*** Introduction to Macro in Excel
* Introduction to Visual Basic in Excel

**Data Consolidation method****??????** |

**Video Recordings link of this Class will be sent to all attendees who join live session only.**

**Pre-Requirement for this course: Intermediate Level Knowledge of Microsoft Excel**

[Upskill Your Spreadsheet Skills | The Ismaili Canada (iicanada.org)](https://www.iicanada.org/videos/learning-development/upskill-your-spreadsheet-skills)

**Advanced Registration with Pre-Payment Required**

[**https://iicanada.org/form/microsoft-excel-magic-more-functions-0**](https://iicanada.org/form/microsoft-excel-magic-more-functions-0)

**For more information and to register E-mail: epb.crcprairies@iicanada.net**

**Phone or Text: Zull Punjani 403-689-8584 or EPB Prairies Office: Message # (403) 215-6200 Ext. 7039**

**\*\*Please visit https://www.iicanada.org/ for more information\*\***