

Advance Excel for Managers

About the program:

In the current scenario the managers are having large amount of information and data pool available with them. However, to make adequate decisions relying upon these data sets is not simple. The 'Advance Excel for Managers program' will help managers in making better decisions by using the high performance techniques in Excel. Executive adequate Excel skills enable managers to intelligently process and analyze data relevant to their decision-making. Statistical concepts and statistical thinking enable them to solve problems in a diversity of contexts, add substance to decisions and reduce guesswork.

Processing and learning various analytics skills on Excel will be the focus of the program with hands on experience with real life data cases. The program is designed to enable managers to think and act rationally by using data processing and analyzing techniques in Excel and reasoning about the business problem and is also designed to appreciate that data interpretations are vital tools for today's managers. As a result, we will spend more time on using these techniques in solving real life managerial problems

Objectives:

-) To Learn Processing Data in Excel
-) To Learn High Performance Techniques in Excel

Content:

Section 1: Processing Data

- Data Tables in Excel
- A Second Data Table
- Excel Scenarios
- Goal Seek
- Absolute Cell References
- Named Ranges
- Create a Custom Name in Excel
- Excel Pivot Tables
- Pivot Tables, Part Two

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- The VLOOKUP Function in Excel
- Create a Business Invoice, Part One
- Excel Business Invoice, Part Two
- Business Invoice, Excel Part Three

Section 2: High Performance Techniques

- Creating various Excel Templates
- Data Analysis & Solver
- Data Forms
- Drop Down list in Excel

Methodology:

- Hands on Training
- Case Study
- Lectures & Discussions

Who may attend?

The intended attendees would be managers from various sectors/domains, who are keen on upgrading their business acumen through the power of analyzing data using Excel.

Expected outcome:

- Determine appropriate analytical techniques of Excel to be applied for solving real life managerial problems.
- Analyze and interpret data through common description measures of processing data
- Acquaint themselves with the advantages of the scientific approach used in Excel to solve practical problems and interpret them.

Resource Person:

Nitin Sachdeva is a thorough researcher with over 12 years of academic and corporate experience in the field of operations research and business analytics. With a PhD in Operational Research with strong emphasis on quantitative modeling in the areas of software warranty, product and big data projects adoption, he has been extensively involved in research activities in the areas of mathematical

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modeling in diffusion marketing and software reliability, including diffusion of multigenerational products, warranty analysis in marketing, software up-gradation and software release policy in software reliability. He has published extensively in international journals of repute like International Journal of System Assurance Engineering and Management, International Journal of Technology Marketing, International Journal of Procurement Management, Journal of Management Analytics, and Journal of Business Analytics. He has to his credit several research paper presentations at world recognized international conferences sponsored by IEEE, Springer, organized by University of Delhi, Lulea University of Technology, Amity University to name a few. He has worked with both international and national organizations like FIIB, IMT Ghaziabad, Amity University in the educational sector, and Covent India Pvt. Ltd., V2 Learn, InfoEdge Management Consulting Pvt. Ltd., in the corporate sector.

He is a lifetime member of Society for Reliability Engineering Quality and Operations Management (SREQOM). He has always been involved in promoting management and technical education through activities like International Conferences, Seminars, Workshops and Faculty Development Programs.

Venue: FIIB Campus, New Delhi

Fees: INR 5000/- Per Day / Per Participant

Registration Details:

For details regarding registration process and other queries please contact our MDP cell at:

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