

## MS Excel 2016 PowerPivot

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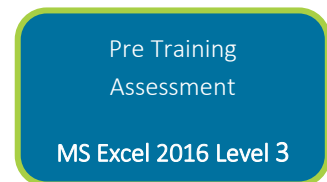
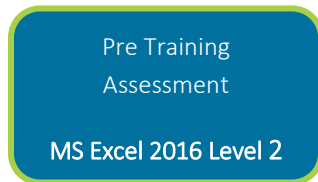
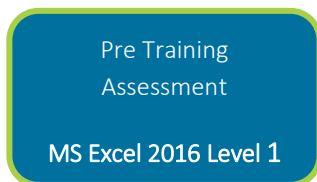
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## A. Course Outlines



### 1. Free online pre-training assessments

Not sure which level to book – then click on the links below and/or forward the links to your colleagues in order to distinguish which level they need to book for.



### 2. MS Excel 2016 PowerPivot

#### Course description

This MS Excel 2016 PowerPivot course is designed for Excel users to make use of the PowerPivot add-in to import data from various sources and create a dynamic report.

#### Course duration

This course is scheduled for one (1) day from 9:00 till 16:00.

*The course duration is an estimate and could vary according to levels of experience of the group.*

#### Course pre-requisites

Before attending this course, students must have attended MS Excel 2016 Level 2 or have equivalent knowledge and skills.



### Documentation

The following documentation is included with the course

- PowerPivot for Excel user notes
- Certificate of attendance

### Who should attend?

This course is intended for intermediate to advanced Excel users, users that want to gain familiarity with PowerPivot to build compelling reports.

### After attending you will be able to

- become familiar with the PowerPivot for Excel
- manipulate data in a PowerPivot workbook
- create reports and dashboards using PowerPivot for Excel
- use functions and formulas in PowerPivot
- understand basic database concepts

### Topics covered

#### Introduction to PowerPivot

- Overview
- Install PowerPivot for Excel

#### PowerPivot Data Sources

- Supported Data Sources
- Load Data from a Data Source - Overview
- Load Data from SQL Server
- Load Data from Text Files
- Load Data via Copy and Paste
- Load Data via Data Feeds
- Load Data via Reporting Services

#### Data & Database Concepts

- Create Relationship between Data Sources
- Linked Tables
- Static Data
- Data Modelling

#### PowerPivot Functions

- PowerPivot DAX Expressions
- Date & Time Dimensions
- Date & Time Functions
- Text Functions
- Mathematical Functions
- Statistical Functions
- Logical Functions
- Information Functions



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**Reporting**

- Tables
- Pivot Charts
- KPIs
- Slicers
- Sparklines

**Troubleshooting**



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## B. Contact Details

### 1. Location for training

We have training facilities in Centurion or training can be done on-site on request.

Physical Address:

Centurion  
1001 Clifton Avenue  
Lyttelton Manor  
Centurion

### 2. For bookings or more information

For bookings or more information please feel free to Marili van Niekerk us at 012 640 2600 or e-mail [training@acctech.biz](mailto:training@acctech.biz)

For the latest event schedule visit our training page on [www.acctech.biz](http://www.acctech.biz)



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