ADVANCED DASHBOARDS IN EXCEL

Develop your Dashboard and Excel skills to communicate better and do things faster.

SYDNEY
3-4 MAY

CANBERRA
10-11 MAY

PERTH
21-22 MAY

BRISBANE
31 MAY - 1 JUNE

MELBOURNE
7-8 JUNE

Conducted by Chandoo.org & Plum Solutions

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BECOME AWESOME IN EXCEL

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In This Masterclass

Learn how to build stunning dashboards & workbooks

Excel Dashboards are used to convey vital business information to senior management, partners & customers. In our two day Masterclass, learn how to create stunning, world-class Excel dashboards. Along the way, you will learn how to use various advanced features in Excel so that you can save time and look good in front of your bosses & colleagues.

Benefits of attending:

1. Learn the process to create robust, easy-to-maintain Excel Dashboards
2. Build better & error-free Excel reports
3. Know how to choose right charts based on your need
4. Understand design principles that make your work stand out
5. Discover some of the less commonly-known Excel features

Who Should attend..?

This program is aimed at:

- Managers
- Systems & Reporting Analysts
- Business & Data Analysts
- MIS Reporting Analysts
- Business Intelligence Professionals
- Executives in Sales, Finance, Marketing or Customer Service

If you use Excel for more than 6 hours a week, you will benefit from this Masterclass

Register Now

Book online
www.plumsolutions.com.au/dashboards

Email
chandoo.d@gmail.com

Phone 1300 852 215
or +612 9818 7250

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Masterclass Agenda

DAY ONE

8:45	Registration
9:00	Using Excel for Reporting
9:45	Excel Formulas for Dashboards • Summarising data based on conditions
10:30	Tea break
11:00	Excel Formulas for Dashboards (Contd.) • Query data based on conditions • Using Lookups to drive dashboards
12:30	Lunch
1:30	Applying Advanced Conditional Formatting to Dashboards
3:00	Afternoon tea break
3:30	Building our first dashboard - hands on exercise • Defining goals • Preparing a sketch • Designing the Data sheet • Building the Calculations sheet • Setting up the Dashboard
5:00	End of day one

DAY TWO

9:00	Selecting right chart for your data
10:00	Enhancing Dashboards with Excel 2010 • Sparklines • Slicers
10:30	Tea break
11:00	Excel Chart Customization – Top 5 problems 1. Thermo - meter chart 2. Bullet Chart 3. Highlighting a specific series 4. Dynamic charts with form controls 5. Making all charts look similar
12:30	Lunch
1:30	Building our second dashboard – hands on exercise
3:00	Afternoon tea break
3:30	Continuation of dashboard exercise
4:30	Q&A – Open house
5:00	End of Master Class

Chandoo

Your Masterclass leader

Chandoo, known for his most popular Excel & Dashboard site, Chandoo.org,is famous for his clear explanations, practical approach and Excel mastery. Chandoo has trained more than 4,000 professionals from all over the world in Excel, Advanced Excel, Dashboards, VBA & Project Management.

For his contribution to MS Excel users, Microsoft has awarded him the prestigious MVP award for years 2009, 2010, 2011 & 2012.

Chandoo (otherwise known as Purna Duggirala) is an MBA with more than 7 years' experience in Excel based dashboards, reporting & consulting, and regularly travels the world delivering his specialist workshops.

What Chandoo's past students say:

- *Chandoo is full of new innovative ways to crunch and communicate data*

- *The course contained good examples; he is a very open and responsive teacher*

- *This course has taught me more than I learnt in three years of working on my own!*

- *It really made me re-evaluate the way I worked Excel to deliver my results*

- *I've always loved working with Excel, but this course gave me the kick to take my existing skills to the next level*

- *I enjoyed learning about the new, innovative features of Excel. Watching them used in ways that differ from what I have become accustomed to was great. The most mind-expanding topic for me was your usage of the SUMPRODUCT formula. Very clever!*

What do you get?

By attending our Advanced Dashboards in Excel Masterclass 2012 you get,

- Exposure to best-in-class dashboard techniques, design ideas & practical tips
- Tips & ideas on using Excel better
- USB stick with Example workbooks, PDF guides & videos
- Access to selected videos & material on Chandoo.org
- Networking opportunities with fellow professionals & Chandoo
- Email support for your Excel questions for 3 months by Chandoo.org

Got several participants?

Run this course in-house!

What should you have..?

Suggested Skill Level

- To benefit the most from this workshop, you need to have intermediate level working knowledge of MS Excel.
- Understanding of basic business terminology and reporting situations
- Targeted at managers, analysts & reporting professionals with 3-7 years of experience

Software

This Masterclass is run in a specialist training venue with workstations provided. The course is demonstrated using Microsoft Excel 2010, but students can use Excel 2003 if they prefer. Excel for Mac users may prefer to bring their own laptops.

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How much does it cost?

Course fee of only $950 + GST includes:

- Two full days of tuition by Dashboard expert, Chandoo
- Use of workstations, lunch and refreshments
- USB stick with Example workbooks, PDF guides & videos
- Access to selected videos & material on Chandoo.org
- Email support for Excel questions for 3 months following he course by Chandoo.org

Got several participants?

Run this course in-house!

2012 Course Dates

Sydney 3-4 May
Canberra 10-11 May
Perth 21-22 May
Brisbane 31 May – 1 Jun
Melbourne 7-8 Jun

Book and pay by **15th April 2012** and receive an early bird special price of **$850 + GST**
(use the coupon code CHANDOO)

Payment can be made by:

- Amex, Mastercard or Visa
- Cheque
- EFT deposit

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