Data Analysis and Visualization with Microsoft Excel

Category: AI, Data & Analytics | **Vendor:** Microsoft Apps

Duration: 16.00 hours (2 days) **13.0 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

Course Information

Delivery Format: Instructor Led - Online

Course Overview

Organizations that rely on instinct often miss key opportunities. The ones that trust their data? They win more customers, keep them longer, and earn more in the process. In fact, data-driven organizations are 23 times more likely to acquire customers, six times more likely to retain them, and 19 times more likely to be profitable. This course shows you how to use Microsoft Excel to make sense of data and communicate it clearly. You'll learn how to organize, clean, and analyze datasets, build dashboards that update with a click, and present insights using tools like PivotTables, Power Pivot, and geospatial charts. For professionals responsible for reporting, forecasting, or decision support, this training delivers practical, real-world skills you can apply right away.

About This Course

Organizations that rely on instinct often miss key opportunities. The ones that trust their data? They win more customers, keep them longer, and earn more in the process. In fact, data-driven organizations are 23 times more likely to acquire customers, six times more likely to retain them, and 19 times more likely to be profitable. This course shows you how to use Microsoft Excel to make sense of data and communicate it clearly. You'll learn how to organize, clean, and analyze datasets, build dashboards that update with a click, and present insights using tools like PivotTables, Power Pivot, and geospatial charts. For professionals responsible for reporting, forecasting, or decision support, this training delivers practical, real-world skills you can apply right away.

Who Should Attend

This course is designed for students who already have foundational knowledge and skills in Excel and who wish to perform robust and advanced data and statistical analysis with Microsoft Excel using PivotTables, use tools such as Power Pivot and the Data Analysis ToolPak to analyze data, and visualize data and insights using advanced visualizations in charts and dashboards in Excel. To ensure success, you should have baseline skill using Microsoft Excel worksheets, particularly in creating workbooks with formulas and function

Prerequisites & Entry Requirements

General Prerequisites:

Excel - Part 1 & 2 or equivalent experience

Learning Outcomes

Upon successful completion of this course, participants will be able to:

This course gives you the tools to move beyond rows and columns and start driving decisions with data. You'll build confidence using Excel to solve real business problems—turning raw data into insight, and insight into action. Clean and prepare data using tables, formulas, and functions Analyze trends and patterns with PivotTables and PivotCharts Build interactive dashboards with slicers and timelines Use geospatial and statistical tools to deepen your analysis Model data using Power Pivot and connect multiple sources

Detailed Course Outline

1 – Data Analysis Fundamentals

- Introduction to data science
- Create and modify tables
- Sort and filter datasets

2 – Visualizing Data with Excel

- Create charts to represent trends and comparisons
- Format and style visualizations for clarity
- Apply best practices in chart design

3 – Analyzing Data with Formulas and Functions

- Use formulas and named ranges for efficient analysis
- Apply logical and lookup functions
- Build forms, use data validation, and automate inputs

4 – Analyzing Data with PivotTables

- Build PivotTables from raw data
- Analyze, filter, and summarize results

5 – Building Dashboards in Excel

- Use PivotCharts to visualize dynamic data
- Add slicers and timelines for interactivity
- Combine visual elements into a dashboard

6 – Geospatial Visualizations

- Create map charts to show data by location
- Customize and interpret map-based visuals

7 – Performing Statistical Analysis

- Use sparklines and trendlines to show patterns
- Apply the Data Analysis ToolPak for statistical insights

8 – Getting and Transforming Data

- Connect to outside data sources with queries
- Clean, combine, and shape raw data for analysis

9 – Modeling Data with Power Pivot

- Enable Power Pivot and load data models
- Use DAX formulas for advanced calculations
- Create relationships between datasets

10 – Presenting Insights with Reports (Optional)

- Plan and build formatted Excel reports for stakeholders

Upcoming Schedule

Available training dates for Data Analysis and Visualization with Microsoft Excel:

Start Date	End Date	Location	Delivery	Price
08 Dec 2026	09 Dec 2026	Online	Virtual	€590.00

Frequently Asked Questions

Q: What delivery options are available for Data Analysis and Visualization with Microsoft Excel?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
- Traditional Instructor-Led Classroom Training (ILT)
- On-site delivery at your offices anywhere in United Kingdom
- Private dedicated courses customized for your team

Q: How many CPD hours does this course provide?

The 2-day Data Analysis and Visualization with Microsoft Excel course provides up to 13.0 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the Data Analysis and Visualization with Microsoft Excel training?

The training takes place over 2 day(s), with each day lasting approximately 16.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for Data Analysis and Visualization with Microsoft Excel?

Yes, we provide corporate training, dedicated training, and closed classes for Data Analysis and Visualization with Microsoft Excel. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

Q: Why choose Nexus Human for Data Analysis and Visualization with Microsoft Excel?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your Data Analysis and Visualization with Microsoft Excel training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

Nexus Human

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