

Microsoft Office 365 Excel 2019 Power Pivot Introduction 2 Day Course

Overview

The Excel Power Pivot feature provides Business Intelligence (BI) functionality and reporting on a scale previously unimaginable with pivot tables e.g. you can process millions of rows of data. It provides deeper business insights, in a fraction of the time, using familiar Excel tools.

This course shows how you can generate rich and interactive Power Pivot reports that look like they have been weeks in development.

Audience

Anyone using Excel to create complex reports, or needing advanced data analytics to process, analyse and display data.

Course Objectives

At the end of this course, delegates will be able to:

- Understand how Power Pivot builds on PivotTables, slicers and key analytical functions
- Import data, from a variety of sources, and quickly relate them to deliver key information
- Write powerful formulae in the DAX language
- Create Dashboards, to visually display your data, using Power View



Prerequisites

Delegates must have attended the Excel Advanced course or have equivalent experience and understand PivotTables.

Course Contents (2 days)

- Overview
 - Why use Power Pivot?
 - Navigating the interface
- Importing Data
 - Importing from various Data sources
 - Data Connections
 - Refreshing Data
- Building Data Models
 - Create relationships between tables
 - One-to-Many Relationships
 - Deriving relationships from data sources with the Relationships tool and the Diagram View
- Fixing common data issues with Power Query
 - Extracting, Transforming and Loading (ETL) data
 - Converting data formats with Power Query steps
- Parsing columns to aid analysis
- Removing duplicates
- Create a single data set from multiple sources with the same field headings
- Excel Tables
 - Why Excel Tables are important
 - Using Slicers to filter data
 - Adding Linked Tables to the Data Model
- Excel Pivot Tables Recap
 - Understanding the structure
 - Changing the Layout
 - Using filters
 - Grouping data for ad-hoc subtotals
 - Grouping dates
- Creating PivotTables with PowerPivot
 - What's different in a PowerPivot Pivot Table?
 - Creating a PivotTable with Power Pivot data

- Using the Field list with the Data Model
 - How Drill-down differs in Power Pivot
 - Creating a flattened Pivot Table to analyse combinations of unique data
 - Working with Dates
 - Why a Date (Calendar) Table is required
 - Generate a Date Table
 - Mark as a Date Table
 - Grouping dates for time analysis
 - Comparing and categorising time periods with Time Intelligence functions
 - Using Slicers to Filter Data
 - Using Slicers
 - Connecting Slicers to more than one PivotTable
 - Building DAX (Data Analysis eXpressions) Formulas
- Formula basics
 - DAX Data Types
 - DAX Operators
 - Defining Calculated Columns
 - DAX Measure Examples
 - RELATED(), CALCULATE(), SWITCH()
 - KPIs - Setting key business targets
 - Analysing performance with calculated fields
 - Gauging performance against goals
 - Dashboards
 - Articulating and analysing data
 - Drilling down into data using a hierarchy
 - Managing data with perspectives
 - Identifying patterns/trends in Power Pivot data with Power View charts
 - PivotTable slicers and Power View filters

Course Materials

Enliten IT will provide each delegate with a workbook and other useful reference materials where applicable. These may be either paper based or in Adobe pdf format or a combination thereof.

Enliten IT reserves the right to modify course content and materials as required in the interests of continuous course improvement, at any time, without notification.

The suggested course duration is a guideline. Course topics and duration may be modified by the instructor based upon the knowledge and skill level of the course participants.

Note: We only offer Microsoft Excel Power Pivot courses on a private in-house basis. For pricing and availability just pick up the phone and call us on **0845 1085481**.