

	Category	Sub-category	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Total
1	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
2	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
3	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
4	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
5	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
6	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
7	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
8	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
9	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
10	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
11	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
12	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
13	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
14	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
15	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
16	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
17	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
18	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
19	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
20	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
21	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
22	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
23	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
24	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
25	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
26	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
27	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
28	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
29	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000
30	Personnel	Personnel	12,000	12,500	13,000	13,500	14,000	14,500	15,000	15,500	16,000	16,500	17,000	17,500	175,000

DATA MANAGEMENT AND BUSINESS INTELLIGENCE | DMBI-020

Data Analysis with Excel for Professionals

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Course content

Why Attend

Excel remains the most widely used analysis tool in business. Professionals who master its analytical features can answer questions faster, reduce errors and produce clearer insights.

This Aractech course builds practical data analysis skills in Excel: cleaning and preparing data, formulas and lookup functions, PivotTables and PivotCharts, Power Query, what-if analysis, statistical functions and dashboards. Participants work with realistic business datasets throughout the week.

Course Methodology

- Hands-on Excel labs
- Realistic business datasets
- Step-by-step demonstrations
- Practice challenges
- Dashboard project

Course Objectives

- Clean and prepare data efficiently
- Use advanced formulas and lookup functions
- Analyse data with PivotTables and PivotCharts
- Transform data with Power Query
- Apply what-if and statistical analysis
- Build clear Excel dashboards

Target Audience

- Business and financial analysts
- Managers working with data

Course content

- Administrative and reporting staff
- HR, sales and operations professionals

Course outline

Detailed course outline

Day-by-day outline for Data Analysis with Excel for Professionals.

Day 1 - Preparing Data

- 09:00-10:07 | Data structure best practice
- 10:07-10:41 | Cleaning techniques
- 10:41-11:00 | Text and date functions
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Text and date functions (continued)
- 11:45-12:19 | Data validation
- 12:19-12:53 | Tables
- 12:53-14:00 | Lab: Cleaning a dataset

Day 2 - Formulas and Lookups

- 09:00-09:39 | Logical functions
- 09:39-10:18 | XLOOKUP and INDEX-MATCH
- 10:18-10:57 | Dynamic arrays
- 10:57-11:00 | Error handling
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Error handling (continued)
- 12:05-12:43 | Named ranges
- 12:43-14:00 | Lab: Lookup exercises

Course outline

Detailed course outline

Day-by-day outline for Data Analysis with Excel for Professionals.

Day 3 - PivotTables

- 09:00-10:07 | Building PivotTables
- 10:07-10:41 | Grouping and calculated fields
- 10:41-11:00 | Slicers
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Slicers (continued)
- 11:45-12:19 | PivotCharts
- 12:19-12:53 | Analysis techniques
- 12:53-14:00 | Lab: Sales analysis

Day 4 - Power Query and Analysis

- 09:00-09:39 | Power Query transformations
- 09:39-10:18 | Combining data
- 10:18-10:57 | What-if analysis
- 10:57-11:00 | Statistical functions
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Statistical functions (continued)
- 12:05-12:43 | Forecasting
- 12:43-14:00 | Lab: Power Query project

Course outline

Detailed course outline

Day-by-day outline for Data Analysis with Excel for Professionals.

Day 5 - Dashboards

- 09:00-10:17 | Dashboard design
- 10:17-10:56 | Charts
- 10:56-11:00 | Interactivity
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Interactivity (continued)
- 12:05-12:44 | Automation tips
- 12:44-13:22 | Presenting insights
- 13:22-14:00 | Capstone: Excel dashboard

Seminar dates

Available seminar dates

Live dates and pricing for Data Analysis with Excel for Professionals generated from the course details page.

Date	Location	Format	Fee
16 - 20 November 2026	Paris	Classroom	€3,825
7 - 11 December 2026	Istanbul	Classroom	€1,978
11 - 15 January 2027	Amsterdam	Classroom	€2,830
8 - 12 February 2027	London	Classroom	€2,315
8 - 12 March 2027	Istanbul	Classroom	€1,978
12 - 16 April 2027	Cape Town	Classroom	€1,625
10 - 14 May 2027	Barcelona	Classroom	€2,815
14 - 18 June 2027	Paris	Classroom	€3,825
12 - 16 July 2027	Istanbul	Classroom	€1,978
9 - 13 August 2027	Amsterdam	Classroom	€2,830

Seminar dates

Available seminar dates

Live dates and pricing for Data Analysis with Excel for Professionals generated from the course details page.

Date	Location	Format	Fee
13 - 17 September 2027	London	Classroom	€2,315
11 - 15 October 2027	Istanbul	Classroom	€1,978
8 - 12 November 2027	Vienna	Classroom	€3,225
13 - 17 December 2027	Barcelona	Classroom	€2,815
16 - 20 November 2026	Online / Live	Online / Live	€1,815
7 - 11 December 2026	Online / Live	Online / Live	€1,815
11 - 15 January 2027	Online / Live	Online / Live	€1,815
8 - 12 February 2027	Online / Live	Online / Live	€1,815
8 - 12 March 2027	Online / Live	Online / Live	€1,815
12 - 16 April 2027	Online / Live	Online / Live	€1,815

Seminar dates

Available seminar dates

Live dates and pricing for Data Analysis with Excel for Professionals generated from the course details page.

Date	Location	Format	Fee
10 - 14 May 2027	Online / Live	Online / Live	€1,815
14 - 18 June 2027	Online / Live	Online / Live	€1,815
12 - 16 July 2027	Online / Live	Online / Live	€1,815
9 - 13 August 2027	Online / Live	Online / Live	€1,815
13 - 17 September 2027	Online / Live	Online / Live	€1,815
11 - 15 October 2027	Online / Live	Online / Live	€1,815
8 - 12 November 2027	Online / Live	Online / Live	€1,815
13 - 17 December 2027	Online / Live	Online / Live	€1,815