



# Business Analytics L-1

## BA using Excel

### Introduction to business analytics

- The Background to Business Analytics
- Task to be done by Business Analytics
- Introduction to Excel for BA
- Turning Numbers into Better Business Decision

### DATA ANALYSIS using excel -Named Ranges

- Introduction to Pivot Tables
- Creating a Pivot Table in Excel
- Formatting the Pivot Table
- Grouping data in an Excel Pivot table
- Calculated Field/Items in Pivot Table
- Pivot Table Slicers
- Pivot Charts

### Data Validation in Excel

- Data Validation Criteria
- Input Message
- Customizing Error Messages
- Circle Invalid Entries

### Advanced Data Validation Tricks

- Create Dependent Validation
- Make Sub Headings in Validation
- Disguise Numbers as Text

### Data Sorting and Filtering in Excel

- Data Sorting
- Multi-Levels of Sorting
- Data Filtering
- Advanced Filtering
- Filtering and Sorting in Excel Data Tables

### Using Conditional Formatting in Excel

- Introduction to Conditional Formatting
- Using Formula in Conditional Formatting
- Advanced Examples  
(Highlight Every Nth Row, Creating Dynamic Search)



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## Dashboarding

- What is a Dashboard
- Principles of a Great Dashboard Design
- How to Create Charts in Excel
- Chart Formatting
- Thermometer Chart
- Pareto Chart
- Speedometer chart
- Create a Speedometer Chart
- Stacked Column Chart
- Funnel chart
- Pivot Chart
- Form Controls in Excel
- Interactive Dashboard with Form Control
- Chart with Checkbox
- Chart With Combobox
- Chart With Scrollbar
- Interactive Chart

## Business analytics

- Histogram
- Solver Add in
- Goal Seek
- Data Table
- Descriptive Statistics



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