



ADVANCE EXCEL

(Financial and Non-Financial Tools & Techniques: Tip & Tricks, Information Dashboard)

In Today's challenging environment business decisions are increasingly based on numbers rather than on company policy has to be backed by detailed and accurate data that can stand the scrutiny of both management and stakeholders. This is especially true for financial planning where consistent and correct application of tools and techniques can help accurately forecast 'what-if' scenarios and design realistic forecasts which in turn lead to successful business decisions. Your ability to construct a better and more comprehensive financial model will determine the success or failure of your organizations growth and development.

OBJECTIVE OF THE WORKSHOP

This practical course will help to take your analytical skills to the next level of accuracy. Intensive and hands-on, the course is designed to equip you with step-by-step guides for effectively structuring and managing an accurate financial model.

WHO SHOULD ATTEND?

Managers, Business Executives / Professionals, students of ICMAP and other professional bodies

TRAINER PROFILE

Mr. Tahir Mahmood Fazal, MBA (Finance & IT) has more than 15 years diversified industry exposure. He is Professional Trainer of Institute of Cost and Management Accountants of Pakistan (Lahore, Islamabad and Faisalabad), Lahore University of Management Sciences (LUMS), University of the Punjab, Skill Development Council of Pakistan (SDC), PAITC. He has been involved in corporate trainings, Workshops, Seminars & in Regular classes for Data Analysis, Dashboard Reporting Excel Spreadsheets, techniques, advanced charting techniques and advanced reports development. Mr. Tahir possesses special skills in MS Excel 2003, 2007, 2010, 2013 & 2016.



Date & Time: 05 - 09 September 2017 (From 06:00pm to 10:00pm)

Venue: ICMAP Building, 42-Ferozpur Road, Lahore

Registration Fee:	ICMAP/ICAP/PIPFA Students	Rs. 3,000/-
	Members/QCMAs/Corporate Partners	Rs. 5,000/-
	Non Member	Rs. 7,000/-

50% of the Member's Fee will be charged to the senior Members (Above 60 Years)

CPD
20 Hours

Seats are limited: Registration will be on first come first serve basis



Registration: Habib-ullah Shami, 0333-8306003, cpd_lhr@icmap.com.pk

Salman Haider, FCMA
Convener, CPD Committee
Lahore Branch Council
Cell: 0321-489 8624

Muhamamd Yasin, FCMA
Chairman
Lahore Branch Council
Cell: 0332-848 6004

FIVE DAYS WORKSHOP ON ADVANCE EXCEL 2010		
Day	Time	Course Contents
05-September-2017 DAY – ONE	06:00pm-10:00pm	<p>Summarizing Data Using Formulas:</p> <ul style="list-style-type: none"> Defining Names to Cell & Ranges for Better & Quick Calculations Understanding Single & Multiple Conditional Summing & Counting Unhide the Power of Excel Array Formulas Build formulas containing relative, absolute, and mixed references Working with various financial functions <p>Advanced Sorting Techniques & Subtotalling:</p> <ul style="list-style-type: none"> Complex Horizontal & Vertical Sorting Excel Subtotal Formula -Nesting Subtotalling & Grouping
06-September-2017 DAY – TWO	06:00pm-10:00pm	<p>Consolidate and Process Multidimensional Worksheets:</p> <ul style="list-style-type: none"> Data Consolidation by Range & By Category Data Consolidation Using 3D Formulas <p>Excel Database Operations & Management:</p> <ul style="list-style-type: none"> Working with Tables & Understanding Table Nomenclature Data Extracting Using Advanced Filter Techniques Complex Calculation Using Database Formulas Data Integrity Using Data Validation Working With Form
07 September 2017 DAY – THREE	06:00pm to 10:00pm	<p>Scrutinizing Data Anomalies with Conditional Tests:</p> <ul style="list-style-type: none"> Highlight Data Using Conditional Logic Understanding New Conditional Formatting Features Using Form Control with Conditional Formatting <p>Condensing and Refining Data with Pivot Tables and Pivot Charts:</p> <ul style="list-style-type: none"> Analysing Data by Creating Dynamic Pivot Reports Consolidate Multiple Data Ranges & Analysis Using Pivot Consolidation Turn Bad Data into Good Data through Pivot Table Integrating Macros with Pivot Table Understanding Pivot Charts

FIVE DAYS WORKSHOP ON ADVANCE EXCEL 2010		
Day	Time	Course Contents
08 September 2017 DAY – FOUR	06:00pm to 10:00pm	<p>Creating Interactive Data Reports with Excel Charts (Dashboard Reports):</p> <ul style="list-style-type: none"> • Understanding Chart's Fundamentals • Working with Excel Built in Charts • How to Create Excel Non-Financial? • Native Charts for Data Analysis • Creating Eye Catching Dynamic & Interactive Charts <p>Optimizing Solutions with "What-If" Analysis:</p> <ul style="list-style-type: none"> • Building Investment Models Using Data Table • Determining Profits with Goal Seek • Comparing and Contrasting Data Sets with Scenario Manager • Building Scenario Reports
09 September 2017 DAY – FIVE	06:00pm to 10:00pm	<p>Automating Your Work Using Macros:</p> <ul style="list-style-type: none"> • Understanding VBA Environment • Absolute & Relative Recording • Creating UDF (User Defined Functions) <p>Using the Auditing tools for eliminating errors:</p> <ul style="list-style-type: none"> • Use the auditing tools to avoid errors in financial models. • Trace formula dependents and precedents. • And trace errors, Circular reference and evaluate formulas.



Institute of Cost & Management Accountants of Pakistan
ICMA Campus, Lahore.

(Registration Form)

Participant (s) Name: _____

ICMAP Membership #: _____

Designation: _____

Company Name: _____

Address: _____

Tel #: _____ Fax #: _____

E-Mail: _____ Web add: _____

CNIC No.: _____ Cell #: _____

Signature

Date

- Mode of payment: By Cross Cheque
 By Pay Order
 Online Credit Card
(For ICMAP Members Only)

Authorized Signature & Company Seal

For information and further details please contact CPD, department Lahore

Somia Ishaq

somia.ishaq@icmap.com.pk Cell: 0332- 4191397

Habib-ullah Shami

cpd_lhr@icmap.com.pk Cell: 0333-8306003

Institute of Cost and Management Accountant of Pakistan

ICMA Pakistan Building, 42-Ferozpur Road, Lahore.

Phone : 111-042-262, 042-99214691-3 (Ext: 28 & 31), Fax: 042-99214699



icmapdotpk



company/icmap



icmapak



icmap.com.pk