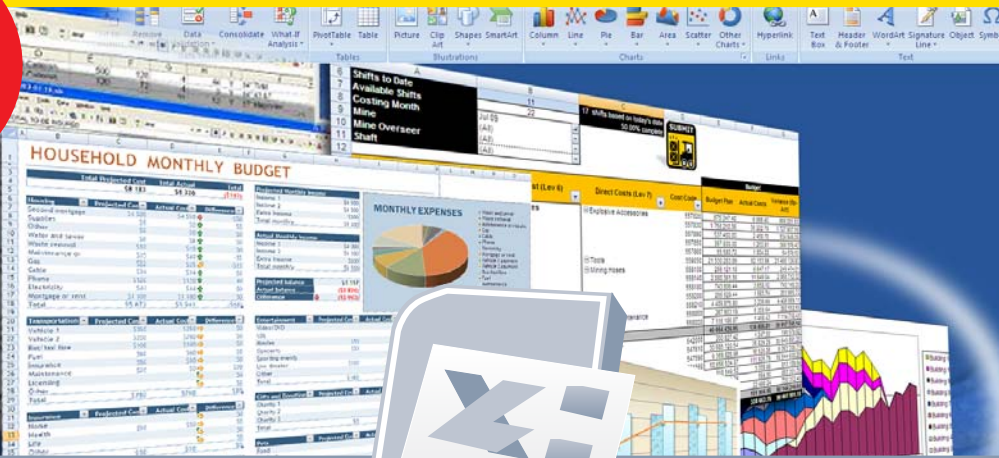








PIVOT TABLES IN EXCEL

I would like to thank you for a well thought-out course, it was very insightful and I learned a lot ...
J. Vos
(Nedbank)



COURSES WE OFFER

-  Advanced Excel
-  Pivot Tables
-  Graphing in Excel
-  Financial Modelling
-  VBA Macros for Excel
-  Excel Fundamentals

WHAT YOU WILL RECEIVE

- Expert presenters who can answer any excel related question
- Course book with detailed screenshots
- CD with video clips

"The BEST Excel course I've ever attended. Thanks!"
F. Swanepoel
(Sun International)

MORE ABOUT COURSE DESIGNERS

Adrian Miric is a Chartered Accountant (CA(SA)) with experience in IT (CISA), and Corporate Finance (Chartered Financial Analyst- CFA).

He has spent 15 years building and reviewing financial models in various industries. Clients include the likes of MTN, ABSA, AngloGold Ashanti and Sun International.

The company consults on various financial modeling assignments and distributes software packages to enhance the use of Microsoft Excel. More information about the company is available on the web site.

- ✔ What does the data need to look like for Pivot Tables
- ✔ How to (quickly) convert non compliant data into Pivot friendly data
 - Labelling Columns
 - Subtotals
 - Filling in the Blanks
 - Data in rows and not columns
- ✔ Exercise: Normalise the data
- ✔ Pivot Tables – Step by Step
- ✔ Create a Pivot Table
- ✔ Introducing Data
- ✔ Refreshing a Pivot Table
- ✔ Manipulating the Data Portion of a Pivot Table
- ✔ Exercise: Working with Data in a Pivot Table
- ✔ Manipulating the Rows of a Pivot Table
- ✔ Sorting the information in the rows
- ✔ Exercise: Work with the rows in a pivot table
- ✔ Manipulating the columns in a pivot table
- ✔ Combining rows and columns to create meaningful Pivots
- ✔ Report Filter (Page Field in Excel 2003)
- ✔ Exercise: Combine Data, Rows and Columns in the same pivot Table

- ✔ Grouping Data in the rows and columns
 - Manual
 - Dates
 - Numbers
- ✔ Simple Charting
- ✔ Exercise: Create more meaningful pivot reports and charts
- ✔ Creating Calculated Fields within a pivot table
- ✔ Exercise: Creating a calculated field in a pivot table
- ✔ Creating Calculated Item within a pivot table
- ✔ Exercise: Creating a calculated ITEM in a pivot table
- ✔ Trying to link into a Pivot Cell (and the GetPivotData function)
- ✔ Exercise: Using GetPivotData
- ✔ Exercises: Creative Use of Pivot Tables
- ✔ Multiple Consolidation ranges in Pivot Tables
- ✔ Exercise: Multiple Ranges
- ✔ Conditional Formatting on Pivot Tables (Excel 2007)
- ✔ Linking to an external database via Pivot Tables
- ✔ Exercise: Linking to external Databases via Pivot Tables

Value-for-money ...this course is highly recommended.
- A. Dawood
(Transnet)

To check dates or register visit www.AuditExcel.co.za/livetraining.html, email info@AuditExcel.co.za or call Adrian on +27 83 272 2552.



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