

Course : Data analysis with Excel: using Power Query and Power Pivot

Practical course - 2d - 14h00 - Ref. EQP

Price : 1030 CHF E.T.

★★★★★ 4,5 / 5

This training course focuses on data analysis with Excel's Power Query and Power Pivot since version 2016. Automate data mining, use external queries, master data models, create pivot tables from multiple sources for advanced analysis.

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Mastery of Power Query and Power Pivot in Excel
- ✓ Data management with Power Query
- ✓ Advanced Power Query handling
- ✓ Advanced analysis with Power Pivot in Excel
- ✓ Construction of updatable data analyses

Intended audience

People in charge of preparing data for analysis, designing indicators, producing and publishing dashboards.

Prerequisites

Master the classic Excel functions (SEARCHV, data tables). Create and customize pivot tables in Excel.

PARTICIPANTS

People in charge of preparing data for analysis, designing indicators, producing and publishing dashboards.

PREREQUISITES

Master the classic Excel functions (SEARCHV, data tables). Create and customize pivot tables in Excel.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.

Participants also complete a placement test before and after the course to measure the skills they've developed.

Certification

TOSA® certification certifies the learner's skills on a 1,000-point scale for a period of 3 years. The TOSA® diploma is issued if the learner's score exceeds 351 points. The program targets advanced to expert levels (score from 726 to 1,000). Once the exam has been taken, learners can consult their results live, and receive an e-mail with a certificate, a detailed summary of their skills and their diploma within 5 days. The exam lasts 1 H 00 and consists of 35 exercises alternating between manipulations on the software and multiple-choice questions, the difficulty of which varies according to the learner's answers. Unless specifically requested, the course is given by default in French and on the most recent software version. Monitoring is carried out by software and recorded for compliance control purposes.

Course schedule

1 Introduction

- Access Power Query and Power Pivot in Excel since version 2016.
- Understanding Power Query and Power Pivot.
- Analysis concepts: tables, fields, records, identifiers, joins.

Hands-on work

Demonstration on a simple model.

2 Using external data with Power Query

- Import or connect data from various sources (TXT, CSV, Excel, databases, etc.).
- Standardize data: define field types, clean up invalid data.
- Filter data, delete or add columns.
- Send to Excel or create a connection only.
- Modify data source parameters.

Hands-on work

Adapt the output of an external dataset to Excel.

3 Handling Power Query requests

- Combine data from multiple tables and workbooks.
- Merge two tables (without RECHERCHE!).
- De-icing an Excel table.
- Adapt queries: discover Power Query's M language.

Hands-on work

Combine several data tables into one.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

4 Analyze with Power Pivot

- Access the data model.
- Diagram view: set up joins between tables.
- Create measures in the data model.
- Create performance indicators (KPIs).
- Create a table of dates for analysis by specific periods.
- Create dynamic tables or pivot graphs.
- Specific features of Power Pivot's TCD.

Hands-on work

Construct an updateable data analysis based on external sources.

Dates and locations

REMOTE CLASS

2026 : 16 Apr., 11 June, 20 Aug., 29 Oct., 26 Nov.