

Excel Course Advanced – English

Kosten:	€ 425,00,- excl. BTW
Duur:	1 day
Max Deelnemers:	10

Excel Course Advanced – in English

With Microsoft Excel you can create useful tables, calculation models, graphs and more. In this one-day “Advanced Excel

Course” we go beyond the basic functions, so that you can perform certain operations even more quickly and easily later. You will learn to make calculations with the advanced formulas and functions, databases, pivot tables and more.

For whom?

This Excel Advanced training is very suitable for anyone who is already familiar with the basic possibilities of Microsoft Excel and wants to learn the extensive possibilities.

Foreknowledge

For this course, command of the basic functions of Excel is required. Do you not have any experience with Microsoft Excel? Then we recommend that you first take the Excel Basic / Beginners course. Are you unsure whether this training suits your knowledge and skills? Then take the knowledge test [here](#) to determine your starting level. Still not quite getting there? Then [contact us for advice](#) or call us on **020-820 83 62**.

Excel course in English

The working language during the training is English. In-company custom training we can provide the training in Dutch or English. The software can be in Dutch or English.

Excel Courseware

SignOn always provides the most up-to-date Microsoft Excel teaching material.

Certificate of completion

At the end of the course you will receive a certificate.

Follow-up course

Do you want to follow a follow-up course after this Excel training course? Then the Power BI Basic course (in English) course is highly recommended. We are happy to have you as a loyal student. That is why you automatically receive a 5% loyalty discount on your invoice on almost all our training courses, when you register for the next training.

Exclusive aftercare

Questions after this Excel course? Please contact your Excel trainer at support@signon.nl. You will receive an answer almost immediately with extra explanation; by phone or e-mail. This unique aftercare service is exclusively for participants of our training courses.

Meet your Excel trainer

This training is provided by one of our Excel experts. They have years of experience and current Excel knowledge. They know what you encounter every day and provide useful tips and tricks. Meet our Excel top performers:



Freddy



Dianne

Microsoft Excel Advanced – Training programm

The following topics are covered during this 1-day training Excel Course Advanced:

Formats

- Modify Number format
- **Create and modify Cell styles**
- **Create Table styles**
- Conditional formatting
- Copy formatting

Working with databases

- Creating and formatting Tables
- Sort lists (or tables)
- Filter lists (or tables)
- Group and outlines of data
- Using subtotals

Calculating with advanced functions

- Working with cell names
- Creating calculations over more worksheets and files
- Calculate with Date and Time functions
- Calculate with Financial functions
- Calculate with Statistical functions
- Calculate with Lookup functions
- Calculate with Logical functions
- Calculate with Database functions

Presenting data with Charts

- Creating a chart
- Modify a chart
- Formatting a chart
- Moving a chart
- Sparklines

Introduction to Pivot Tables

- Creating a PivotTable
- Creating a PivotChart

Graphical objects

- Insert a picture
- Creating shapes
- Formatting graphical elements
- Changing the following order of objects
- Grouping objects
- Moving, duplicating and changing the size of objects
- Using SmartArt

Modify the Excel environment

- Creating a new workbook using a template
- Using themes
- Insert, create, modify and delete Custom lists
- Inserting, modifying and removing hyperlinks

Delivery formats

Choose a delivery format that suits you best. The following delivery formats are available for this course:

- **Classroom live**

A face-to-face training on a location in the Netherlands. Employees from different companies are present during this classroom training. Fully catered for, including an extensive lunch.

- **Virtual classroom**

Attend a the virtual classroom course from any location (workplace or home). You learn from a live instructor and are in contact with other participants. The instructor has the possibility to look at your screen (if necessary) to answer all your questions. This training will take place via Microsoft Teams (free of use).

- **In-company course**

Our in-company training is tailored to your company. The specialized trainer only deals with what is important for your company and work situation. That makes our tailor-made training very effective. We provide these training courses in Dutch, English and German. The choice for an in-company training provides an attractive discount. Depending on the number of participants, the discount can be as much as 50% compared to participation in an open training. More information or request a quote.

Microsoft Partner – Silver Data Analytics

SignOn has the status Microsoft Partner – Silver Data Analytics and thus demonstrates that the knowledge, skills and performance are of a high level. We show that we are fully aware of the latest techniques in Microsoft Power BI and Big Data.

Microsoft Certified Trainers

Our Microsoft Certified Trainers (MCT) are experts in their field and are certified according to Microsoft's terms and conditions. In addition to providing training, they also work in projects and know daily practice like no other. As a result, they know what students have to deal with and encounter daily. They use their practical experience to enrich the theory in the classroom.

Microsoft Office Specialist Expert

Our Microsoft Office Specialist: Expert are experts in their field and certified according to Microsoft's conditions. In addition to providing training, they also work in projects and know the day-to-day practice like no other. As a result, they know what students have to deal with on a daily basis and what they can run into. They use their practical experience to enrich the theory in the classroom.

Cedeo Recognition: What Does It Mean for You?

Cedeo is a household name when it comes to education. There are approximately 300 Cedeo-recognized institutes in the Netherlands. By choosing a Cedeo-approved supplier, you can therefore be sure that you are choosing one of the better education institutes.

SignOn and the UWV

SignOn ICT Training+ is a recognized training partner of the UWV. SignOn ICT Training+ is one of the few ICT educational organizations recognized by the UWV to provide training to help people return to the labor process.

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