Excel - Excel Functions Including Pivot Tables and Lookups

Category: Modern Workplace & M365 | **Vendor:** Microsoft

Duration: 8.00 hours (1 days) **6.5 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

Course Information

Delivery Format: Instructor Led - Online

Course Overview

This course is designed for students who already have foundational knowledge and skills in Excel and who wish to begin taking advantage of some of the higher-level functionality in Excel to analyse and present data.

About This Course

This course is designed for students who already have foundational knowledge and skills in Excel and who wish to begin taking advantage of some of the higher-level functionality in Excel to analyse and present data.

Who Should Attend

To ensure success, students should have completed Excel Essentials or have the equivalent knowledge and experience.

Learning Outcomes

Upon successful completion of this course, participants will be able to:

Upon successful completion of this course, you will be able to leverage the power of data analysis and presentation in order to make informed, intelligent organizational decisions.

Detailed Course Outline

Working with Functions and Complex Calculations

- Summarising Data using Functions (Sum/SumIf, Count/CountIf etc.)
- Work with Logical Functions
- Work with Lookup Functions
- Work with Date and Time Functions
- Work with Text Functions

Working with Lists and Tables

- Sort and Filter Data
- Remove Duplicate Values
- Group and Outline Data
- Subtotal Data

Visualizing Data with Charts

- Create and Modify Charts
- Use Advanced Chart Features
- Save a Custom Chart Template

Using Tables, Pivot Table Reports and Pivot Charts

- Create and Modify Tables
- Use Functions to Calculate in Tables
- Create a Pivot Table Report
- Manipulate Pivot Tables
- Present Data with Pivot Charts
- Filter Data by Using Slicers and Timelines

Upcoming Schedule

Available training dates for Excel - Excel Functions Including Pivot Tables and Lookups:

Start Date	End Date	Location	Delivery	Price
25 Nov 2026	25 Nov 2026	Virtual Classroom - Zoom Link will be sent to you 7 days before the co	Virtual	€295.00
17 Dec 2026	17 Dec 2026	Virtual Classroom - Zoom Link will be sent to you 7 days before the co	Virtual	€295.00
21 Jan 2027	21 Jan 2027	Virtual Classroom - Zoom Link will be sent to you 7 days before the co	Virtual	€295.00
24 Feb 2027	24 Feb 2027	Online	Virtual	€295.00
10 Mar 2027	10 Mar 2027	Online	Virtual	€295.00
20 Apr 2027	20 Apr 2027	Online	Virtual	€295.00
25 May 2027	25 May 2027	Online	Virtual	€295.00
16 Jun 2027	16 Jun 2027	Online	Virtual	€295.00
15 Jul 2027	15 Jul 2027	Online	Virtual	€295.00
17 Aug 2027	17 Aug 2027	Online	Virtual	€295.00
14 Sep 2027	14 Sep 2027	Online	Virtual	€295.00
19 Oct 2027	19 Oct 2027	Online	Virtual	€295.00
17 Nov 2027	17 Nov 2027	Virtual Classroom - Zoom	Virtual	€295.00
08 Dec 2027	08 Dec 2027	Virtual Classroom - Zoom	Virtual	€295.00

Additional Course Details

Nexus Humans Excel - Excel Functions Including Pivot Tables and Lookups training program is a workshop that presents an invigorating mix of sessions, lessons, and masterclasses meticulously crafted to propel your learning expedition forward.

This immersive bootcamp-style experience boasts interactive lectures, hands-on labs, and collaborative hackathons, all strategically designed to fortify fundamental concepts.

Guided by seasoned coaches, each session offers priceless insights and practical skills crucial for honing your expertise. Whether you're stepping into the realm of professional skills or a seasoned professional, this comprehensive course ensures you're equipped with the knowledge and prowess necessary for success.

While we feel this is the best course for the Excel - Excel Functions Including Pivot Tables and Lookups course and one of our Top 10 we encourage you to read the course outline to make sure it is the right content for you.

Additionally, private sessions, closed classes or dedicated events are available both live online and at our training centres in Dublin and London, as well as at your offices anywhere in the UK, Ireland or across EMEA.

Frequently Asked Questions

Q: What delivery options are available for Excel - Excel Functions Including Pivot Tables and Lookups?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
- Traditional Instructor-Led Classroom Training (ILT)
- On-site delivery at your offices anywhere in United Kingdom
- Private dedicated courses customized for your team

Q: How many CPD hours does this course provide?

The 1-day Excel - Excel Functions Including Pivot Tables and Lookups course provides up to 6.5 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the Excel - Excel Functions Including Pivot Tables and Lookups training?

The training takes place over 1 day(s), with each day lasting approximately 8.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for Excel - Excel Functions Including Pivot Tables and Lookups?

Yes, we provide corporate training, dedicated training, and closed classes for Excel - Excel Functions Including Pivot Tables and Lookups. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

Q: Why choose Nexus Human for Excel - Excel Functions Including Pivot Tables and Lookups?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your Excel - Excel Functions Including Pivot Tables and Lookups training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

Nexus Human

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