

Microsoft Excel Power Pivot

Course ISI-1554

1 Day

Instructor-led, Hands on

Introduction

Power Pivot for Excel is an add-in that you can use to perform powerful data analysis in Excel, bringing self-service business intelligence to your desktop. This one-day, instructor-led course is intended for all business professionals including IT professional, developers, managers, project leads, project managers, and team leads, who have not used Power Pivot before. It is ideal for analyzing data, especially when they come from multiple data sources or is very large. It even makes better PivotTables and Pivot Charts.

This course gets you up and running with Power Pivot by teaching you the basics relatively quickly, so that you can import data and create pivot tables and charts for decision making purposes. You will learn how to link data tables, create summary pivot tables and make the data displayed in a pivot table interactive by adding filters, slicers and timelines.

Features and functions in Office 365 and Office 2019 / 2016 are nearly identical. For this reason, users for all three versions (365, 2019 and 2016) attend the same class. The instructor will explain the few visual differences in the versions to you; just let the instructor know what version you are using.

Course Objectives

After completing this course, students will be able to:

- Use the Table Import Wizard
- Import data into the data model
- Create relationships
- Use slicers
- Create pivot tables, pivot charts
- Create KPI's and hierarchies
- Applying conditional formatting
- Add sparklines to a pivot table

Prerequisites

Students should be familiar with using personal computers and Have used a mouse and keyboard. You should be comfortable in the Windows environment and be able to use Windows to manage information on your computer. Specifically, you should be able to launch and close programs; navigate to information stored on the computer; and manage files and folders.

To ensure your success, we recommend you first take the following courses or have equivalent knowledge:

Contact ISInc for more information at 916.920.1700 or by visiting our website at <http://www.isinc.com>

- Microsoft Excel Levels 1, 2 and 3

Course Outline

Module 1: The Power Pivot Data Model

- Adding the Power Pivot Add-In
- Connecting to data sources
- Using an Access database
- Using an Excel workbook

Module 2: Relationships Between Tables

- Viewing existing relationships
- Creating relationships
- Creating a column hierarchy
- Creating a Pivot Table with a hierarchy

Module 3: Shaping the Data Model with Data Analysis Expressions (DAX)

- Building calculated columns
- Measures (calculated fields)
- DAX functions
- Related() Functions
- Count() Functions
- DistinctCount Functions ()
- Month() Functions
- Year() Functions
- Date() Function
- Calculate() Function
- All() Functions

Module 4: Time Intelligence

- Creating a date table
- Relating a date table to the data model
- Build time-intelligence functions