National Institute of Electronics and Information Technology
(An ISO 9001:2015 certified Organization)
Ministry of Electronics and Information Technology
Government of India

Online Course Prospectus

Data Analytics using Advance Excel

Course Description

Welcome to the Data Analytics using Advance Excel course, a comprehensive programme designed for individuals seeking to enhance their data analysis, automation, and reporting skills using one of the most powerful spreadsheet tools available. In this course, you will dive deep into the world of Excel, starting from the very basics and then moving forward to all the advanced features of Excel including complex formulas, data analysis, data visualization, macros, Power Query, and more. This course is suitable for professionals, data analysts, financial experts, project managers, and anyone who wishes to harness Excel's full potential for data management and analysis.

Click Here to Register

OR

Scan QR Code

Who can attend?

Anyone who is interested to build their career in Full Stack Web Development, including:

- ❖ Beginners
- ❖ Intermediate Excel users who desire to enhance their skills

Course Content

- ❖ Overview of Excel and Excel Customization
- ❖ Managing Workbooks
- ❖ Conditional and Advanced Conditional Formatting
- ❖ Sorting and Filtering
- ❖ Functions in Excel
- ❖ Data Validation
- ❖ What If Analysis
- ❖ Optimization with Excel Solver
- ❖ Charts and Slicers
- ❖ Pivot Tables
- ❖ Lookup Functions
- ❖ VBA Macros
- ❖ Power Query
- ❖ Power View

Prerequisite

- ❖ Candidate must have computer / laptop.
- ❖ Software: Microsoft Office
- ❖ Internet connection with good speed.

Duration

- ❖ 4 Weeks (without project) / 6 Weeks (with project)

The internship/industrial training programme includes about 40 Hrs of intensive interactive instructor-led online sessions and about 20 Hrs of practical assignments that student can perform at their end. In some training programmes, the facility of virtual lab can also be extended subject to availability. The six weeks programme includes two weeks (20 Hrs.) of project that student is required to develop and a presentation is to be made by student (in Online mode) to the faculty.

Certificate

Digitally signed *e-Certificate* will be issued to each participant after completion of the training. Participant needs to maintain minimum 75% attendance during the online classes and is required to score minimum 50% marks in the online test/quiz in order to successfully complete the course.

How to Apply

Interested candidates may apply online on the link https://nielit.gov.in/haridwar/content/online-courses after submitting the Course Fee in following account:

Name	:	NIELIT Haridwar
Account Number	:	12922122001331
IFSC Code	:	PUNB0129210
Bank Name	:	Punjab National Bank
Branch	:	Pentagun Mall, SIDCUL, Haridwar

You may also use our Virtual Payment Address (VPA) *hdw.nielit@pnb* for UPI Transfer.

NOTE: Copy of transaction slip is required to be uploaded at the time of filling online form. Candidate may keep a copy of the same for future reference.

Terms and Conditions

1. In case, any registered candidate could not attend the online session due to technical issue at their side there will not be any refund of the course fee and the sessions will not be repeated.

2. In case, the online course is cancelled/postponed due to some technical issue at NIELIT side and new date is not convenient to the candidate, our liability is limited to the refund of the course fee and NIELIT shall not be responsible for any consequential damages.

Course Coordinator

Mr. Kailash Chandra Joshi
Ph: 8171627088
Email : haridwar@nielit.gov.in

Faculty Profile

Mr. Kailash Chandra Joshi, currently working as **Senior Faculty** at the National Institute of Electronics and Information Technology (NIELIT) Haridwar. He is very active in various academic activities. He has about 10+ years of experience in the field of the Education Sector and Industry.

NIELIT Haridwar is the Regional Centre of NIELIT in the state of Uttarakhand and is situated in SIDCUL Haridwar. It is well known for the advanced training programmes in the areas of Future Skills such as **Cloud Computing, Machine Learning, Artificial Intelligence, Internet of Things, MATLAB, Big Data, Embedded Systems etc** in addition to the various National Skill Qualification Framework (NSQF) aligned long-term and short-term courses in Electronics & Information Technology. The Centre has **MOUs** with various prestigious institutions and Universities of Uttarakhand for academic collaboration, technical support, summer/industrial training and internships of the students. The Centre provides a conducive learning environment with the state-of-the-art infrastructure and expert faculties.

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