

CERTIFICATE COURSE IN ADVANCED EXCEL WITH VBA

Module 1: Excel Fundamentals

- Data Entry and Worksheet Management
- Formatting Document and Text Formatting
- Basic Formulas and Chart Creation
- Workbook Management and Protection

Module 2: Data Analysis & Functions

- Sorting and Filtering Data
- Conditional Formatting
- Data Validation and Protection
- IF, Nested IF, AND, OR Functions
- Text and Date Functions

Module 3: Advanced Excel Functions

- SUMIFS, COUNTIFS, AVERAGEIFS, MAXIFS, MINIFS
- Database Functions (DSUM, DCOUNT, etc.)
- VLOOKUP, XLOOKUP, INDEX & MATCH
- Financial Functions (PMT, IPMT, PPMT)
- Concatenate, Substitute, Datediff and more

Module 4: Reporting & Visualization

- Pivot Tables and Pivot Charts
- Advanced Charts and Dashboards
- What-If Analysis and Goal Seek
- Forecasting and Trend Analysis

Module 5: Power Query & Automation

- Data Import and Transformation
- Data Cleaning and Automation
- Query Merging and Refreshing

Module 6: VBA Programming & Macros

- VBA Editor and Programming Basics
- Variables, Data Types and Operators
- Conditional Statements and Loops
- Working with Worksheets and Ranges
- Macro Recording and Automation

Module 7: User Forms & Projects

- Creating User Forms
- Form Controls and Validation
- Automated Report Generation
- Printing and Exporting Reports
- Real-World Project Development