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YOUR BEST BUSINESS DECISION

Data Driven Dashboard Reporting with Excel - 1 Day Course

Course level - Introductory / Developmental

Spreadsheet authors, Excel developers, power users and all kinds of analysts who want to gain skills in designing visual reports. Those who want to start getting creative with an interest in learning about dynamic charts and visually appealing data will benefit from this course

Course Outline and Objective

The term "dashboard" is a buzzword in the world of Excel and in businesses today. Key business performance areas are summarised in a manner much like a car dashboard, so management can quickly respond with appropriate decisions.

- Creative techniques in overall design, functionality, and capability
- Making vital areas of the Dashboard dynamic and interactive using some of the more advanced Excel tools and functions
- Become familiar with extra tools and objects which make the Dashboard more controllable and visually stunning, and functionally enjoyable for the user(s).

Learning outcomes include obtaining a greater understanding of:

Dashboard fundamentals
- Organisation of the file data and its calculations
- Core design principles

Key functions
- OFFSET / INDEX / MATCH / CHOOSE
- LARGE / SMALL / COUNT / COUNTIF / COUNTA
- DSUM / DMAX / DMIN
- SUMPRODUCT / YEAR / YEARFRAC

Summarising / calculating / organising
- Arranging the data that is conducive for a high-level view
- Dynamic named ranges
- Expandable calculations

Advanced charting techniques
- Bullet chart
- Stacked / linear chart
- Speedometer charts and gauges
- Dynamic charts / interact with rolling data

Further enhancement techniques
- Scrolling mechanism
- Combo box controller
- The camera tools

Implementing simple automation techniques
- Enhanced functionality with easy VBA code
- Creative and fun illuminate technique
- Automate other areas of the dashboard

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