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Digital Area for Networking
Teachers and Educators



Co-funded by
the European Union

Data Analysis in MS Excel

Course Information



Content of the Course

Week 1: **Introduction**

Week 2: **Data Analysis Using Lists - Sorting and Filtering**

Week 3: **Data Analysis Using Formulas - Statistical Functions**

Week 4: **Data Analysis Using Formulas - Relative and Absolute Addressing**

Week 5: **Data Analysis Using Formulas - Array Formulas**

Week 6: **Data Analysis Using Formulas - Using Defined Names**

Week 7: **Data Analysis Using Structured Tables**

Week 8: **Data Analysis Using Pivot Tables - Introduction to Pivot Tables**

Week 9: **Data Analysis Using Pivot Tables - Calculations**

Week 10: **Data Analysis Using Pivot Tables - Sorting and Filtering**

Week 11: **Data Analysis Using Pivot Tables - Grouping**

Week 12: **Data Analysis Using Power Pivot**

Week 13: **Conclusion**

Week 14: **Test**



Evaluation

- **Test:** 80%
- **Activity in tutorials:** 20%



Bibliography

- Week 1 - 11:
 - There are many books about MS Excel in libraries.
- Week 12:
 - Russo, M. & Ferrari, A., [2015]. *The definitive guide to DAX: business intelligence with Microsoft Excel, SQL Server Analysis Services, and Power BI*, Redmond: Microsoft Press.



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