



## Excel: Creating Interactive Dashboards

Course Length: 6 Hrs

Bring together a wide range of advanced Excel skills to design and build interactive dashboards which can be adopted by you and your colleagues to analyse data at ease and provide useful insights.

Learn how to design interactive dashboards and present data in a visually engaging style, create user-friendly tools to automate frequent tasks, simplify working with data, create PivotTables for various insights, create interactive PivotCharts, automatically display trends, draw attention to statistics and more.

### Is this the right course for you?

You will be comfortable with the content of this course if you are comfortable with a wide range of functions, able to write formulas holding named cells and can create PivotTables.

We recommend attending the **Advanced Formulas and Functions** and **Advanced Data Analysis** courses prior to this course.

## Course Content

### Automating Tables

#### Automate data analysis techniques and simplify working with Tables

Learn how to

- Design user friendly tools to help users interact with Tables of Data
- Create and name Tables of data for easy reference
- Use Slicers to filter data at speed
- Create drop down menus which are automatically updated with new data
- Combine functions with drop down boxes for quick and effective data analysis
- Use advanced formatting techniques to automatically highlight statistics

### Create Multiple PivotTables

#### Create multiple PivotTables to provide different insights and bring together data sources

Learn how to

- Create multiple PivotTables to provide various insights into your data
- Automatically highlight statistics within PivotTables
- Use functions to retrieve summary data from a PivotTable
- Display PivotTable values as percentages of sub-totals and grand totals
- Create additional, calculated fields within PivotTables
- Summarise data held in multiple Tables

## PivotCharts

### Create interactive PivotCharts and Sparklines to graphically present statistics and trends

Learn how to

- Create various PivotCharts to present data in an engaging style
- Edit PivotCharts to draw attention to stand out statistics
- Visually present data trends with Sparklines

## Creating Dashboards

### Design an interactive dashboard to help users perform effective data analysis at speed

Learn how to

- Create user-friendly tools for in-depth and summary analysis of data
- Automate frequent manual tasks to save time and simplify analysis
- Create Slicers to filter all PivotTables and PivotCharts
- Use Timelines to filter all data by date periods
- Position tools and content in an intuitive style

## More information

### Suitable for all versions of Excel

This course is suitable for all versions of Excel, whether you are using a Windows laptop or desktop or an Apple Mac. All releases of Excel are also covered.

### Training delivered in context with your business

All courses are delivered in context with your business practices, helping you recognise how skills can be applied at work.

### Further training

If you would like to learn more about customising Excel and creating bespoke systems, we recommend attending the Macros and Introduction to VBA course. To find out more, please visit [www.iq-it.co.uk](http://www.iq-it.co.uk).