

Excel 2010 - PowerPivot

Course Overview

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This is a 1-day class

In this course, students will make use of the PowerPivot add-in to import data from various sources and create a dynamic report.



Who Should Attend

This course is for students with a sound working knowledge of Microsoft Excel 2010 and general computing proficiency, including those who will be using Excel to make business decisions.

Course Objectives

Upon successful completion of this course, students will be able to: - become familiar with the PowerPivot application and import data. - manipulate data in a PowerPivot worksheet. - create reports using PowerPivot data. - use DAX functions in PowerPivot. - distribute PowerPivot Data.

Course Outline

1 Getting Started with PowerPivot

Explore the PowerPivot Application
Import Data from Various Data Sources
Refresh Data from a Data Source
Create Linked Tables

2 Manipulating PowerPivot Data

Organize and Format Tables
Create Calculated Columns
Sort and Filter PowerPivot Data
Create and Manage Table Relationships

3 Creating PowerPivot Reports

Create a PivotTable
Create PivotCharts
Filter Data Using Slicers
Present PivotTable Data Visually

4 Using DAX Functions in PowerPivot

Manipulate PowerPivot Data Using DAX Functions
Extract Data from Tables Using Functions
Work with Time Dependent Data

5 Distributing PowerPivot Data

Protect Reports
Save Reports in Different File Formats