

# L-1. Advance Excel with Formulas

## Topic Covered

### 1. Workbooks (File) & Worksheet Handling

- Excel Limitation
- Excel Shortcut use and benefits
- Excel Setting and Custom List Creation
- Excel Template and File Location System
- Advanced Paste Special
- Calculation with Paste Special
- Link Data range as Picture Link
- Lookup Picture in Excel Worksheet

### 2. Advanced Formatting for Reports and Dashboard

- Formatting Tricks
- Date & Time For Tricks
- Advanced Custom Formatting (Number Format using Code)
- Conditional Formatting
- Advanced Conditional Formatting using Formulas
- File, Sheets or Cells Protection Method
- Benefits of Data Table or Cells Style

### 3. Data Handle and Data Analysis

- Data Fill and Selection Method
- Advanced Sorting and Filter Tricks
- Data Summarization with Pivot Table
- Calculation with Pivot table
- Extraneous Data Pivot Table
- Relationship and Slicer in Pivot Table
- Power Pivot in Excel 2016
- Use SQL Query in Pivot Table

### 4. Page Setting and Form Creation

- Draw Form in Excel Sheet
- Hyperlink in Excel
- Text and Symbol
- Page Setup
- Manage View
- Sheets Option and Arrange

### 5. Calculation (more than 200 Formulas)

- Mathematical Calculation in Excel
- Logical Formulas (IF, and, Or, Xor, IfError Formulas)
- Nested If Formulas ( Multi Condition in If, and, or )
- Text and Advanced Text Formulas
- Date and Time Calculation using Data Time Formulas
- Ref# Formulas and VLookup
- Lookup Method (VLookup, HLookup, Match, Index, Offset)
- Advanced VLookup and VLookup Listing
- Math & Trigonometric Formulas

## Course Duration & Fees

100 Hours ( Mon to Fri - 1 Hour Class 5:00AM to 11:00PM)  
One to One Live Online Class  
Fees : - 15000/-  
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Excel 2019  
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VBA with Dashboard

Data Summerrization Formulas (AVERAGEIF,AVERAGEIFS,COUNTIF,COUNTIFS,LARGE,SMALL and more)

Database and list managment Formulas

Information Formulas

Financial Formulas

## **6. Advanced Formulas**

Advanced Array Formulas

Complicated Large Formulas Creation

Advanced Naming Method with Formulas

Report Automation with Formulas

Live Automation Project

Use Formulas in Conditional Formatting

New Formulas Creation with VBA Programming

## **7. Databse and Other Application Conectvity**

MS Access Database Conectvity

Notepad and Webdata Conectvity

Embed Other Application

SQL or Oracle Conectvity

SQL Query in MS Excel 2016

File & Folder Directory Access

## **8. Dashboard Report Automation**

Chart Creation

Chart Triks

use Button on chart

Dynamic Chart with Offset Formulas

Dashboard Example

Live Project

## **8. Update on New MS Excel 2019**

New Formulas

New Option

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# L-2. VBA Macros Programming

## Topic Covered

### 1. Basic Macros Programming

Concept of VBA Programming Language  
Type of VBA Macros  
Recording Macros with Editions  
how can write Macros and Algorithm  
Workbooks, Sheets and Range Object with member  
File and Folder Handling with VBA  
Formating, Style and Report Format Creation  
Report Format Projeact

### 2. Apply Conditions in VBA

Formatting Triks  
Data Type Decleration ( Variables)  
Simple IF Condition in VBA  
And, OR and XOR with if Condition  
Nested if or Complicate Condition with IF  
Select Case ans Switch Case  
Create Formulas for IF  
Live Project with VBA Macros for Report Automation

### 3. Loops with VBA

For Loop  
Nested Loop  
For Each Loop  
Do While Loop  
Do Until Loop  
Show File - Folder List with Directory Function  
Loop with If Condition  
Live Project with Loop and Condition

### 4. Event Macros Programming

Fundamental for Event Macros Programming  
WorkSheet and Range Event Macros Programming  
Workbooks Event Macros Programming  
Button and Object Macros Programming  
Add ActiveX Control in Sheets  
Live Project with Event Macros Programming

### 5. Excel VBA Macros Function(Formulas ) Creation

Formulas / Function Creation with VBA Programming  
Advanced Formulas Method with VBA Programming  
String Function  
Number Function  
Date and Time Calculation using Data Time Formulas  
Information Formulass  
Lookup Method(VLookup,HLookup,Match,Index,Offset) with VBA  
Advanced VLookup and VLookup Listing with VBA

## Course Duration & Fees

45 Hours ( Mon to Fri 1 Hours (5:00 AM to 11:00 PM) |  
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The advertisement features a central image of a black and red USB drive with the text "Buy Video Pen Drive", "Excel 2019", "Call +91 8802579388", and "VBA with Dashboard". To the right of the drive is a red hand icon pointing to a "Subscribe" button and a "LIKE & SHARE" button. The background is white with various social media icons (Facebook, Twitter, YouTube, LinkedIn, Instagram, etc.) in the top left corner.

File and Directory Function  
Data Summerization Formulas (AVERAGEIF,AVERAGEIFS,COUNTIF,COUNTIFS,LARGE,SMALL and more) with VBA  
Database and list managment Formulas with VBA  
File, Folder Copy - Rename , Delete and Hide -unhide formulas  
Financial Formulas  
Live Project with VBA Function

## **6. Advanced Formulas/Function**

Advanced Array Formulas with VBA  
Complicated Large Formulas Creation with VBA  
Advanced Naming Method with Formulas  
Report Automation with Formulas  
Live Automation Projeact  
New Formulas Creation with VBA Programming

## **7. Charting and Dashboard Report Automation with VBA**

Chart Creation  
Chart Triks  
use Button on chart  
Dynamic Chart with Offset Formulas  
Dashboard Example  
Live Project

## **8. Pivot Automation with VBA**

Create Pivot with VBA  
Links One more Data in VBA Macros  
Report Automation with VBA Macros  
SQL in Pivot with VBA Macros  
Dashboard Example with Pivot with VBA  
Live Project

## **9. UserForm in Excel**

Concept of Userform in VBA  
TextBox , Lable, and Combo Box in VBA  
List Box Automation  
Filter Duplicate and Multi-Connection Listbox  
Multi Page, PDF and FLV , MediaPlayer and Other type of Emmbed Application  
Live Project

## **10. Picture / Image Automation with VBA Macros**

Show Picure in Userform  
Chart Triks as image on Userform  
Show Google Image on Userform  
Dynamic Picture Automation  
Live Project with Picture Automation

## **11. Database Conectvity and Other Application with VBA**

E-Mail Automation with Outlook ( Send Mail Excel to Outlook )  
E-Mail Automation with Gmail/ Yahoo / AOL Mail/ Other POP 3 Mail  
PDF Mail Automation  
MS Word Handling - Create Letter accessing from Excel Data Sheet  
MS Access Database Conectvity  
Notepad and Webdata Connectivity  
Embed Other Application Like Webpage Data

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SQL or Oracle Connectivity  
SQL Query in MS Excel 2016  
File & Folder Directory Access  
Live Project For Final Certification



# L-3. MS Access Database with VBA or SQL

## Topic Covered

### 1. Basic MS Access 2016 Database ( Table Creation)

1. Introduction of MS Access 2016
2. How Can Create and Set Data Type in Table
3. Copy Data From Excel Sheet and Apply Filter Sort and Formulas in Table
4. Use Macros in Data Table
5. SubDataSheet in Table
6. OLE Object for Show Pivot Chart on Table Form
7. Import Data From Excel, Access, Outlook or Outlook Inbox
8. Export MS Access Data to XL, XLM, PDF, Work

### 2. Query in MS Access 2016

1. Simple Query from Query wizard
2. Cross Tab, Find Duplicates and Unmatch Query from Query Wizard
3. Design Query and Apply Condition and or like
4. Design Query - Apply Mathematics Calculation in Query
5. Design Query In-Build Math formulas in Query
6. Inspection Formulas in Design Query
7. PMT Formulas in Query In-Build Function
8. PV, FV, IPMT, PPMT and more Financial Formulas in Query
9. Make a Table, Append, Update, Delete Query
10. Relationship One table to Another Table using Query

### 3. Query with SQL Statement

1. Simple Select Query in MS Access 2016 SQL Query in Hindi
2. Use And, OR, Between, NOT in MS Access SQL Query in Hindi
3. Group by with SQL Function (Sum, Count, Max, Min, Avg) in MS Access SQL Query
4. DISTINCT Function in SQL in MS Access 2016 in Hindi
5. LIKE, IN, EXISTS and NOT Condition in MS Access SQL Query
6. Having Command in SQL MS Access 2016 in Hindi
7. UNION, UNION ALL in SQL in MS Access 2016 in Hindi
8. INNER Join in MS Access SQL in Hindi
9. Insert Command in MS Access SQL in Hindi
10. Update Command in Access SQL in Hindi
11. DELETE Command in MS Access SQL 2016 in Hindi
12. Create Table, Drop Table and Alter Table in MS Access SQL in Hindi

### 4. Form with MS Access 2016

1. Create a Simple Form with Buttons in MS Access 2016 in Hindi
  2. Modify and Choose Field in Simple Form in MS Access 2016 in Hindi
  3. Format your Form in MS Access 2016 in Hindi
  4. Form with 3 and more tables in MS Access 2016 in Hindi
  5. Form Wizard in MS Access 2016 in Hindi
- Live Project with MS Access 2016

### 5. Form with SQL

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1. Form Connect Query in Ms Access 2016
  2. use INSERT SQL Query in Form Button
  3. Show Data on Combo Box relevant State
- Live Project with Form

## **6. VBA Macros Programming**

1. Introduction of VBA Macros in MS Access
  2. Data Type in MS Access VBA Macros
  3. Calculation with MS Access VBA Macros
  4. Functions and Formulas in MS Access 2016
- Other Application Connectivity via VBA Macros  
New Formulas Creation with VBA Programming in Ms Access 2016

## **5. Form with VBA in MS Access 2016**

1. Apply VBA Code in Form in MS Access 2016 in Hindi
- Event Handle in Form  
Picture and Object In Form  
Show Data on Form using Listbox  
Combo Box Automation  
Live Project

## **6. Advanced Form in MS Access**

- Concept of Userform in VBA  
TextBox, Label, and Combo Box in VBA  
List Box Automation  
Filter Duplicate and Multi-Connection Listbox  
Multi Page, PDF and FLV, MediaPlayer and Other type of Embedded Application  
Live Project

## **7. Picture / Image Automation with VBA Macros**

- Show Picture in Userform  
Chart Tricks as image on Userform  
Show Google Image on Userform  
Dynamic Picture Automation  
Live Project with Picture Automation

## **8. Database Connectivity and Other Application with VBA**

- MS Excel Connectivity  
Notepad and Webdata Connectivity  
Embed Other Application  
SQL or Oracle Connectivity  
SQL Query in MS Excel 2016  
File & Folder Directory Access  
Live Project For Final Certification

## **9. Report Creation**

- Report with PDF  
Report With MS Word  
Report with HTML  
Live Project For Final Certification  
PDF Mail Automation  
MS Word Handling - Create Letter accessing from Excel Data Sheet  
MS Access Database Connectivity  
Notepad and Webdata Connectivity

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Embed Other Application Like Webpage Data  
SQL or Oracle Connectivity  
SQL Query in MS Excel 2016  
File & Folder Directory Access  
Live Project For Final Certification





# Excel Dashboard Report Automation

## Topic Covered

### 1. Dashboard with Pivot Table

- Data summarization with Pivot Table Charts
- Extranal Pivot
- Power Pivot
- SQL in Pivot Table
- Pivot Table whith 2 Data Sheet
- Dashboard with Slicer
- Dashboard with Data Table

### 2. Formulas for Dashboard

- Logical Formulas
- Data Summerization Formulas
- Array Formulas
- Dashboard Formulas Triks

### 3. Dashboard Report Automation

- Chart Creation
- Chart Triks
- use Button on chart
- Dynamic Chart with Offset Formulas
- Dashboard Example
- Live Project

### 4. VBA Macros Method for Dashboard

- Macros Creation
- Function Creationn
- UserForm Methos
- Event Handling
- Format Handling with VBA
- File & Folder Handling with VBA for Dashboard

### 5. Formatting for Dashboard Automation

- Freming for Dashboard Formate
- Color Triks for Dashboard
- Image and Object
- Picture Linking For Dashboard
- Border and Outline
- Live Project

### 6. Dashboard Example

- Manufacturing Dashboard
- Human Resource Dashboard
- Financial Dashboard
- Performance Dashboard Customer Care Center
- Dashboard - Sales Performance
- Sales Analysis-region-product-wise

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