Course description

This workshop introduces students to Excel’s advanced tools for data analysis and modeling. Topics include shortcut keys, sorting and filtering, conditional formatting, macros, a variety of formulas (if, lookup, index, match, etc.), array formulas, graphing, pivot tables and charts, what-if analysis (scenario manager, goal seek, and data tables), and regression analysis.

Prerequisites

P11.1011 Statistical Methods (may not be taken concurrently).
P11.1021 Financial Management (may be taken concurrently) or P11.1032 Excel I.

Materials

There are no reading assignments for this workshop. I will bring handouts to class. I will also post a dataset on Blackboard to be downloaded in the computer lab classroom.

Course outline

Class 1: shortcut keys, sorting and filtering, conditional formatting, macros

Class 2: formulas, array formulas, graphing, pivot tables and charts

Class 3: what-if analysis, regression analysis, other topics by popular request