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Microsoft Office Excel 2013: Data Analysis with Power Pivot

Course Specifications

Course Number: ELK91–027ol_rev1.0n
Course length: 5.0 day(s)

Course Description

We are now living in the age of big data. Data is being collected all the time and for increasingly detailed transactions. This can lead to an overwhelming amount of data, which brings about a need for people who can analyze large amounts of data quickly. Fortunately, Excel provides Power Pivot to help you organize, manipulate, and report on your data in the best way possible. Since a tool is only as good as the person using it, it is important to gain a solid understanding of Power Pivot to maximize your effectiveness when analyzing data.

Course Objective: Upon successful completion of this course, you will be able to use Power Pivot along with Excel 2013 to analyze data from a variety of sources.

You will:

- Get started with Power Pivot.
- Visualize Power Pivot data.
- Work with advanced functionality in Power Pivot.

Target Student: Students taking this course are experienced Excel users who are seeking to advance their data analysis capabilities by using Power Pivot.

Prerequisites: To ensure your success in this course, you should have experience working with Excel 2013 and PivotTables. You should already understand spreadsheet concepts and be comfortable creating and analyzing basic PivotTables. You can obtain this level of skills and knowledge by taking the following Logical Operations courses:

- Microsoft® Office Excel® 2013: Part 1 (Second Edition)
- Microsoft® Office Excel® 2013: Part 2 (Second Edition)
- Microsoft® Office Excel® 2013: Data Analysis with PivotTables (recommended)

Hardware Requirements

For this course, you will need one computer for each learner and one for the instructor. Each computer will need the following minimum hardware configurations:

- 1 GHz or faster 32-bit (x86) or 64-bit (x64) processor
- 2 gigabyte (GB) RAM (64-bit)
- 16 GB available hard disk space (32-bit) or 20 GB (64-bit)
- CD-ROM drive (if installing any software from a CD-ROM)
- Keyboard and mouse (or other pointing device)
- 1,024 x 768 resolution monitor recommended
- Network cards and cabling for local network access
- Internet access (contact your local network administrator)

- Printer (optional) or an installed printer driver
- Projection system to display the instructor's computer screen

Software Requirements

- Microsoft® Windows 8® or higher
- Default installation of Microsoft® Office Professional Plus 2013Learners will enable the Power Pivot add-in during class. The Power Pivot add-in is available only in the Microsoft® Office Professional Plus 2013 suite, Microsoft® Office 365™ ProPlus suite, and Microsoft® Excel® 2013 standalone application. It's not available in the Microsoft Office Standard or Professional (non-Plus) suites.
- Printer driver (Printers are not required; however, each PC must have an installed printer driver to use Print

Course Content

Lesson 1: Getting Started with Power Pivot

Topic A: Enable and Navigate Power Pivot
Topic B: Manage Data Relationships

Lesson 2: Visualizing Power Pivot Data

Topic A: Create a Power Pivot Report
Topic B: Create Calculations in Power Pivot

Lesson 3: Working with Advanced Functionality in Power Pivot

Topic A: Create a Key Performance Indicator
Topic B: Work with Dates and Time in Power Pivot

Appendix A: Commonly Used DAX Functions