

*ADVANCED FINANCIAL MODELING AND
ANALYSIS FOR INFORMED DECISION MAKING*

2020-21



About the program

ADVANCED FINANCIAL MODELING AND ANALYSIS FOR INFORMED DECISION MAKING

is a 5-day course conceptualized and developed by the Cynet East Africa Consortium team in response to unmet needs in the private and public sector on use of Microsoft Excel. The goal of the course is empowering the participants by improving their skills to perform simple data analysis in Excel. They will learn how to use formulas, conditional formatting, filtering and sorting and many more data analysis features to help you in your work.

Objective of the training

At the end of the course the beginners will be able to:

- Have the confidence to design and build a model from scratch
- Understand and apply modelling best practice based on the FAST-financial modelling standards
- Understand important Excel functions and use them to build the foundations of a robust, reliable and flexible financial model
- Review and validate all types of financial models.

Who should attend?

With our short course program in **Advanced Microsoft Excel**, we train project and program staff, senior managers, accountants, and sales teams how to analyse business problems, identify solutions and make sound decisions to achieve a competitive advantage.

Course Outline

DATA SORTING, SUMMARISING AND ANALYSIS

- Power query (Data mining from ERP)
- Excel Data Model
- Advanced Pivot Table Options

EXCEL FUNCTIONS AND TOOLS

- ❖ Look up & Reference Functions (Lookup, Offset, Choose, Get Pivot Data, Index, Match)
- ❖ Logical Functions (Nested IF, And, True, False, Not, Or)
- ❖ Working with Array Formulas
- ❖ Conditional formatting using Formulae
- ❖ Application of Excel camera
- ❖ Slicers
- ❖ Faster / better forms in excel
- ❖ Flash fill

MORE EXCEL FUNCTIONS, TOOLS AND VISUALIZATION

- ❖ Writing, Editing and using Macros
- ❖ Form Controls and Active Controls
- ❖ Button, Combo Box, Check Box, Spin Button, Option Button, Scroll Bar etc.
- ❖ 3D Formatting
- ❖ Review of Charts
- ❖ Changing source Data
- ❖ Introduction to interactive chart
- ❖ Power Views
- ❖ Interactive Charts
- ❖ Advanced Chart Formatting
- ❖ Trending Tricks

UNDERSTANDING FINANCIAL MODELING

- ❖ Advanced Excel Tables
- ❖ Mixed Cell References
- ❖ Excel Add-Ins

USE OF EXCEL FOR INFORMED DECISION MAKING

- ❖ Scenario Manager
- ❖ One Way Data Tables
- ❖ Two Way Data Tables
- ❖ Dashboards

DESIGNING EFFECTIVE EXCEL MODELS

- ❖ Elements of Excel Models
- ❖ Good Excel Models Building Habits
- ❖ Types of Errors in Excel Models Dealing with Errors
- ❖ In-Built Auditing Tools
- ❖ Model Documentation

COLLABORATING WITH OTHERS

- ❖ Sharing Workbooks
- ❖ Editing a shared Workbook



NITA CERTIFIED



CERTIFICATE AWARDS



EXPERIENCED TRAINERS



About Cynet East Africa

Cynet East Africa Consultancy

is a leading professional consultancy and capacity building service provider in HR Training, monitoring and evaluation (M&E), project management and planning (PMP) Training Needs Assessment (TNA) registered in Kenya under company Act registration number **PVT-Y2U3QMR**. The company is approved by National Industrial Training Authority under registration number **NITA/TRN/1512**.

Want to run this course inhouse?

Janet Cheronu
Business Development Officer
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#TrainedbyCynetE.A

8.30 am to 4.30 pm (10:00 O'clock tea, lunch, 4:00 O'clock tea)

KES. 96,000.00