

Microsoft Excel 2010: PowerPivot

Audience	This course is for students with a sound working knowledge of Microsoft Excel 2010 through Excel PivotTables, including those who will be using Excel to make business decisions.
Course Description	You will make use of the PowerPivot add-in to import data from various sources and create a dynamic report.
Course Objectives	Upon successful completion of this course, students will be able to: <ul style="list-style-type: none">• become familiar with the PowerPivot application and import data.• manipulate data in a PowerPivot worksheet.• create reports using PowerPivot data.
Prerequisites	Excel 2010 PivotTables
Course length	½ day(s)

Lesson 1: Getting Started with PowerPivot

Topic 1A: Explore the PowerPivot Application

Topic 1B: Import Data from Various Data Sources

Topic 1C: Refresh Data from a Data Source

Topic 1D: Create Linked Tables

Lesson 2: Manipulating PowerPivot Data

Topic 2A: Organize and Format Tables

Topic 2B: Create Calculated Columns

Topic 2C: Sort and Filter PowerPivot Data

Topic 2D: Create and Manage Table Relationships

Lesson 3: Creating PowerPivot Reports

Topic 3A: Create a PivotTable

Topic 3B: Create PivotCharts

Topic 3C: Filter Data Using Slicers

Topic 3D: Present PivotTable Data Visually

