



INFOCUS COURSEWARE

Microsoft Excel 2016

Data Analysis Add-Ins



Product Code: INF1647

ISBN: 978-1-925349-76-4

❖ General Description

Microsoft Excel 2016 - Data Analysis Add-Ins will show you how to use the data analysis add-ins of Microsoft Excel 2016, including using Power View to create interactive data visualisations, using Power Pivot to create a data model for use with Excel tools such as pivot tables and pivot charts, using Get & Transform to import and combine data from a variety of sources such as databases and web sites and using Power Map to visualise geographic data.

❖ Learning Outcomes

At the completion of this course you should be able to:

- use **Power View** to examine and analyse data
- perform a variety of analytical tasks using **Power Pivot**
- import and refine data with **Get & Transform**
- effectively create and work with data in **Power Map**

❖ Prerequisites

Microsoft Excel 2016 - Data Analysis Add-Ins assumes fluency with Microsoft Excel and the creation of workbooks. It would also be beneficial to have a general understanding of personal computers and the Windows operating system environment.

❖ Topic Sheets

63 topics

❖ Methodology

The InFocus series of publications have been written with one topic per page. Topic sheets either contain relevant reference information, or detailed step-by-step instructions designed on a real-world case study scenario. Publications can be used for instructor-led training, self-paced learning, or a combination of the two.

❖ Formats Available

A4 Black and White, A5 Black and White (quantity order only), A5 Full Colour (quantity order only), Electronic Licence

❖ Companion Products

There are a number of complementary titles in the same series as this publication. Information about other relevant publications can be found on our website at www.watsoniapublishing.com.

This information sheet was produced on Thursday, May 05, 2016 and was accurate at the time of printing. Watsonia Publishing reserves its right to alter the content of the above courseware without notice.



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Product Information



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Contents

Power View

- Understanding Power View
- Enabling Power View
- Adding Power View to the Ribbon
- Creating a Power View Sheet
- Working With a Power View Object
- Working With Power View Fields
- Rearranging and Sorting Fields
- Working With Measure Fields
- Formatting Power View Data
- Tiling Data in Power View
- Filtering in Power View
- Switching Visualisations
- Adding More Power Views
- Adding Titles and Images
- Updating a Power View Report

Power Pivot

- Understanding Power Pivot
- Understanding Relational Data
- Enabling Power Pivot
- Connecting to a Data Source
- Working With the Data Model
- Working With Data Model Fields
- Changing a Power Pivot View
- Creating a Data Model PivotTable
- Using Related Power Pivot Fields
- Creating a Calculated Field
- Creating a Concatenated Field
- Formatting Data Model Fields
- Using Calculated Fields
- Creating a Timeline
- Adding Slicers

Get & Transform

- Understanding Get & Transform
- Understanding the Navigator Pane
- Creating a New Query From a File
- Creating a New Query From the Web
- Understanding the Query Editor
- Displaying the Query Editor
- Managing Data Columns
- Reducing Data Rows
- Adding a Data Column
- Transforming Data
- Editing Query Steps
- Merging Queries
- Working With Merged Queries
- Saving and Sharing Queries

The Advanced Editor

Power Map

- Understanding Power Map
- Creating a Power Map Tour
- Working With Location Fields
- Working With Mapping Confidence
- Working With Height and Category Fields
- Filtering Data
- Navigating a Data Map
- Changing the Look
- Working With Layers
- Working With Scenes
- Working With Scene Options
- Working With Time Settings
- Viewing and Editing a Tour
- Exporting a Tour as a Video



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