



ICMA INTERNATIONAL
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Online

Training in Excel

Basic to Advance

The National CPD Committee of ICMA in collaboration with Karachi Branch Council is organizing an Online Training in Excel (Basic to Advance).

Program Details:

Day/Date : Tuesday to Friday
5th to 8th & 12th to 15th December, 2023

Timing : 8:00 pm to 10:00 pm

Venue : Online

Duration : 16 Hours

Registration: <https://bit.ly/3Rg3WKW>



Investment/Fee

Students	PKR. 5,000/-
Active Members/ CMA's	PKR. 8,000/-
Non Members	PKR. 12,000/-

Course Fee includes: Course Material, Certificate

Distinguished Trainer:



Tahir Mahmood Fazal

Mr. Tahir Mahmood Fazal, Associate Certified Financial Accountants, MBA (Finance & IT) has more than 17 Years diversified industry exposure. He is a Professional Trainer of IICMA, Lahore University of Management Sciences (LUMS), University of the Punjab, University of Management and Technology [UMT], Skill Development Council of Pakistan, Pakistan Industrial Technical Assistance Centre,. He has involved in Corporate Trainings, Workshops, and Seminars & in Regular classes for Data Analysis, Dashboard Reporting, Excel Spreadsheets techniques, advanced charting techniques and Advanced Reports Development. Mr. Tahir possesses special skills in MS Excel 2007, 2010 & 2013. He has more than 1500 employees of Corporates (LUMS, ICMAP, Save the Children, NADRA, WITRIBE, Telenor Pakistan, DG Cement, KSB Pumps, Attock Petroleum limited, Scomi Oil Fields, Weatherfords Oil Company, ATLAS COPCO and others) with 100% Satisfactions.

For registration and information, please contact as follow:

Maqsood un Nisa

Assistant Director, CPD

Phone: 021-99244074 | Cell: 0331-3021941

Email: maqsood.unnisa@icmap.com.pk

With Regards:

Asim Hussain
Director
MPD & CT

Azeem Hussain Siddiqui, FCMA
Chairman
Karachi Branch Council

Awais Yasin, FCMA
Chairman
National CPD Committee



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Training Contents:

- Exploring the Excel Environment
- Developing a Workbook
- Customizing Layout
- Calculating Data with Advanced Formulas
- Organizing Worksheet and Table Data
- Presenting Data Using Charts
- Analyzing Data Using PivotTables and Pivot Charts
- Inserting Graphic Objects
- Customizing and Enhancing Workbooks and the Excel Environment
- Data Validation
- Dynamic Ranges
- Working with Tables
- Working with Pivot Tables
- What-IF Analysis
- Charts and Slicers
- Using Excel Functions in the Advanced Manner
- Array Functions
- Planning a Excel Dashboard
- Power Query and Power Pivot
- Append and Merge Query

With Regards:

Asim Hussain
Director
MPD & CT

Azeem Hussain Siddiqui, FCMA
Chairman
Karachi Branch Council

Awais Yasin, FCMA
Chairman
National CPD Committee