



Pivot Tables Course Brochure

1 Day Practical Workshop



Contents

| | |
|--------------------------------|---|
| Course Overview | 2 |
| Our Training Methodology | 3 |
| Why Choose DCM | 4 |
| Our Team of Experts | 5 |
| Inhouse Training | 6 |
| Who We Work With | 7 |
| Contact Details | 8 |



Pivot Tables Course Outline

COURSE OVERVIEW

A pivot table is an incredibly powerful tool in Excel that can be used to analyse, explore and summarise your data. This highly-practical 1-Day course is for professionals who recognise the need for Business Intelligence and want to use Power Pivot full capabilities in Excel.

After completing this course, you will be able to describe the main ways to import and query data using Power Pivots workbooks in Excel, to generate PivotTable and PivotChart reports and to create relationships between Power Pivot tables.

TOPICS COVERED

This course will provide a tailored interactive Pivot Tables session for your team.

Below you will find the course outline detailing all the topics covered on the training programme.

- Why use PowerPivots
- PowerPivot Workbooks
- The PowerPivot tab
- Import & query data with Power Pivot workbooks
- Generate PivotTable and PivotChart reports
- Create relationships between Power Pivot tables
- Data sources
- Relationships in-depth

Our training courses have been designed to help your staff to enhance and build on their existing skills, boosting individual and team performance and productivity.

Our Training Methodology

Our approach to training is hands on and participatory. We know from experience that when content is engaging, people remember. We use a combination of classroom study, practical and scenario based exercises, small group discussions and role-play (when appropriate) to keep learners engaged.



Role-play
Opportunity to practise a specific work related situation to support a particular learning or skill.



Case Studies
Analyze an organization and how it benefited by implementing specific solutions.



Trainer Expertise
Our trainers combine professional training know-how with extensive experience in their own specialised field to meet your learning needs.



“The experience we’ve had with DCM throughout the whole process has been second to none. You’ve all been extremely helpful, very accommodating and pleasure to work with. We look forward to dealing with you in the future!”

Karen Fennessy
HR Administrator
Teckro

teckro

96% of learners would recommend our training courses to others.

521 companies & government agencies we worked with in 2018.

93% of clients say they're very or extremely satisfied with our trainers



Identify | Tailor & Design

We assess your development needs and create processes to align them strategically with your business goals



Training Delivery

Training is delivered in your chosen location and we train staff in a way that suits your business needs.



Post Training Evaluation & Measurable ROI

Measure the impact of the training, ensure the learning is being applied and expected results are achieved.



Why Choose DCM

At DCM we have a strong culture of working in long-term relationships with our clients. Although it's a bit of a cliché, we strongly believe that our client relationships are partnerships and that's the best way for our clients to get the best results.

Specific reasons to choose DCM:



Support: 45 full-time training consultants plus support staff (56 in total). We are large enough to be well resourced but small enough to care.



Experienced: We have many years' experience providing customised training programmes for small and large companies. Last year, we delivered onsite training with 521 companies.



Excellent Trainers: Our trainers combine professional training know-how with relevant experience in their chosen training field



Quality Assured Training: Make sure you Safeguard Your Training Investment. DCM offer courses accredited by the following national and international certification bodies.



You're in Good Company

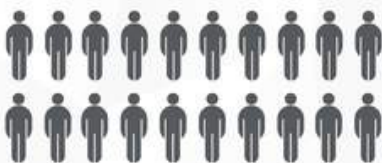
We have worked with the biggest brands in Ireland including Symantec, Dell, EA, Ericsson and Coca Cola, so you can have confidence in our ability to deliver the results you want to achieve.





Our Team of Experts

One moment of inspiration can transform your working life and change your approach for good. That is why we recruit only the most talented learning consultants, and continually monitor your feedback to make sure you're getting the quality of learning experience you deserve.



We have 45 trainers experts with years of industry and training experience dedicated to teach Business Skills, Leadership & Management.



That we delivered in-house training in 2018.



Inhouse Training, One Size Doesn't Fit All.

Does your team need training? DCM Learning has a full range of training courses and qualifications available for your team and company, in-house or off-site.

Based on your requirements, we will develop a custom-made training programme and deliver it specifically for your employees in a chosen location - giving them the exact skills and knowledge they need whilst saving on venue hire, travel, time and associated expenses.

Each daily session will be delivered onsite at a location of your choosing over a 7-hour period. We are flexible on group size, but for group sessions we would recommend a maximum of 15 people to allow for the more interactive elements of the course.

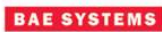
Below is an overview of our Inhouse Training Delivery and Costs:

| Details | 1 Day Training | 2 to 5 Days Training | 6+ Days Training |
|-------------------------------|--------------------------|---------------------------|---------------------------|
| Cost | €1,095 per day | €995 per day | €895 per day |
| Materials | Included | Included | Included |
| Travel Expenses | Included | Included | Included |
| Areas Covered | All Counties | All Counties | All Counties |
| Customisation | Course Customised | Course Customised | Course Customised |
| Survey | Pre & Post Course Survey | Pre & Post Course Survey | Pre & Post Course Survey |
| Account Management | | Dedicated Account Manager | Dedicated Account Manager |
| Free Public Course | | 1 Free Place | 3 Free Places |
| Public Course Discount | | 15% | 25% |



Who We Work With

We train organisations of all shapes and sizes, from small businesses up to global enterprises. But we never forget that every individual matters, and we make sure that every learner gets what they need to reach their potential.





**Set your career on the
right course**

DUBLIN

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📍 Guinness Enterprise
Centre

CORK

☎ 021 2429691
✉ cork@dcmlearning.ie
📍 Atrium Business Centre
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