

learning  
equals  
development

## EQV Course Outline



■ Excel Advanced

■ 1 Day

Tel: 0844 888 2732 E-mail: [lets-talk@eqv.co.uk](mailto:lets-talk@eqv.co.uk) [www.eqv.co.uk](http://www.eqv.co.uk)

EQV (UK) Ltd, The Mill House, Dovecote Court, Potters Marston, Leicestershire, LE9 3JR

# Excel Advanced (1 Day)

## Business Benefit

Everyone understands how important spreadsheets are but being able to automate processes within them can save a business time and money. Learning how to develop and use macros supports this process.

## Who Should Attend?

Those who wish to create their own customised functions to perform calculations, specific or unique to a task and gain greater control of the Excel environment by learning the Excel programming language.

## Learning Objectives

*By the end of this course  
you will be able to...*

- Record repetitive series of keystrokes and commands
- Create customise functions to perform calculations
- Understand the basics of the Excel programming language
- Automate spreadsheets and make them interactive for other users

## Course Content

- Templates
- Automating Spreadsheets
- Recording Macros
- Macro Playback Shortcuts
- The Visual Basic Editor
- Troubleshooting Macro Code
- Programming Fundamentals
- Interacting with the User
- Making Decisions
- User Forms
- Repeating Code
- Streamlining Code
- Custom Functions

2011  
Jul 25  
Aug 23  
Sep 23  
Oct 25  
Nov 23  
Dec 21

2012  
Jan 25  
Feb 21  
Mar 20  
Apr 24  
May 21  
Jun 20  
Jul 23  
Aug 21  
Sep 19  
Oct 16  
Nov 13  
Dec 12

## You may also be interested in

Excel Visual Basic for Applications

## Training Locations

Leicester, Sheffield, Liverpool, Manchester, Basingstoke, London

Price:  
**£255**  
per person

## The EQV Promise

We ensure that our courses are well received and are delivered by trainers that have actual commercial competency in their chosen subject.

Not only is this essential for our accreditation purposes but it ensures that the trainers will be able to include relevant experiences they themselves have learnt from. This generates appropriate engagement and empathy in the training environment.

When the course is completed we will report back to you about how the training has been received and can indeed evaluate the training right from start to finish after the skills transfer period. This information can come from your account manager who is your main point of contact at all times.

## The EQV Experience

Our training courses take the attendee on a journey of learning and development. Throughout the course everyone is engaged in a stimulating and participative way.

Our courses are designed to encompass many different kind of learning activities making sure they appeal to different natural styles of learning that individuals have.

Activities may include a selection of syndicate work, discussion, pair work, case studies, games, role play, quizzes and presentations.

During the event an individual works on their own implementation plan so that they have a clear plan of how they are going to support their own skills transfer back in the workplace. Whilst it is important for the attendees to enjoy the workshop we want to ensure they apply as much as possible back in the workplace.

## Our Training Centre

Set in the heart of beautiful rolling Leicestershire countryside, our idyllic training facilities not only provide attendees with the perfect environment to concentrate on their individual learning experience but also provide the practicality of ample parking and fully designed and equipped training rooms.

You will be greeted upon arrival by our training co-ordinator who is your point of contact throughout the day should have any specific queries.

A delicious buffet lunch is provided, catering for a variety of dietary needs.

## What Delegates Say about this course

*"Excellent"*

*"Perfect level to be pitched at"*

*"Feel happy and confident with all aspects of Excel now"*

