

# Microsoft Excel 2010

## Analyzing Data with Power Pivot

### Course Overview

Power Pivot is an add-in available in Excel version 2010. In this 1-day course, you will learn how to use the Power Pivot add-in to import data from various sources and create a dynamic report. Specifically, following an introduction to the Power Pivot application, you will learn how to import data, manipulate data in a Power Pivot worksheet, create reports using Power Pivot data, use DAX functions in Power Pivot, and distribute Power Pivot data. Prerequisite Course: Excel Level 3 or equivalent experience.



### Course Topics

#### Getting Started with PowerPivot

- Exploring the Power Pivot Application
- Importing Data from Various Data Sources
- Refreshing Data from a Data Source
- Creating Linked Tables

#### Manipulating PowerPivot Data

- Organizing and Formatting Tables
- Creating Calculated Columns
- Sorting and Filtering Power Pivot Data
- Creating and Managing Table Relationships

#### Creating PowerPivot Reports

- Creating a PivotTable
- Creating PivotCharts
- Filtering Data Using Slicers
- Presenting Pivot Table Data Visually

#### Using DAX Functions in PowerPivot

- Manipulating Power Pivot Data Using DAX Functions
- Extracting Data from Tables Using Functions
- Working with Time Dependent Data

#### Distributing PowerPivot Data

- Protecting Reports
- Saving Reports in Different File Formats