EVENT REPORT

Organized by Ecell, Jadavpur University

Title of the Event: Mastering Ms Excel (Beginner to Advance) by Ecell, Jadavpur University

Session Date: 6th July, 2024

Session Time: 7pm onwards

Venue: Online via Gmeet

Faculty Coordinator in Charge: Prof. Aranyak Chakraborty, Prof. Pranibesh Mandal

Student Coordinator in Charge:

- Piyush Gupta (BPE 2026)
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Volunteers in Charge:

- Ayudh Banerjee (BMME 2026)
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- Saumili

Brief Intro of the Session:

Jadavpur University Entrepreneurship Cell, Tech and Consultation Wing organized Mastering Ms Excel (Beginner to Advance) session online via Gmeet. It was a session to incorporate skills viz. Data Analytics, Complex Formulas, Financial Modeling and Analysis, etc.

Contents of the Session:

The presentation contained the following: What is Excel, An overview of Excel, Basic Formulas, Pivot Table, VBA and macros in Excel, Real life data set for practice.

On 6th July, an engaging online session focused on Beginner to Advanced MS Excel drew an enthusiastic crowd of 50 participants. The session delved into the intricacies of Complex Formulas, Pivot Table, Visual Basic for Applications (VBA) and macros, offering valuable insights into automating complex tasks and enhancing productivity.

The session provided a comprehensive exploration of VBA scripting and macro creation. Attendees learned to streamline workflows, reduce manual effort, and leverage custom automation techniques to solve real-world business problems.

The interactive format included live demonstrations, hands-on exercises, and Q&A segments, allowing participants to apply their new skills immediately. Feedback from attendees was overwhelmingly positive, highlighting the practical knowledge gained and the increased confidence in using advanced Excel features for their professional tasks.

The event was a comprehensive Excel training session focused on advanced features including macros/VBA, pivot tables, and charts. Attendees were introduced to powerful tools for data analysis and visualization using real-world datasets.

Key Topics Covered

Macros and VBA Programming

Introduction to macros and Visual Basic for Applications (VBA)

1. Recording and editing simple macros
2. Writing custom VBA code for automation
3. Best practices for macro security and deployment

Pivot Tables

1. Creating and configuring pivot tables from datasets
2. Analyzing and summarizing large datasets efficiently
3. Customizing pivot table layouts and fields
4. Using slicers and timelines for dynamic filtering
5. Charts and Visualizations
6. Creating various chart types using pivot table data
7. Customizing chart elements like titles, legends, axes
8. Best practices for effective data visualization
9. Interactive charts with filters and drill-down capabilities

Hands-on Activities

1. Attendees participated in guided exercises using sample datasets to practice:
2. Recording macros for repetitive tasks

Writing VBA code to automate data processing

1. Building pivot tables from raw data sources
2. Creating interactive dashboards with charts and slicers

Dataset Examples

Real-world datasets were used throughout the training, including:

1. Sales data for product analysis
2. Customer demographics for market segmentation
3. Financial performance metrics for trend analysis

These datasets allowed attendees to apply concepts to practical scenarios they could relate to their own work.

Takeaways

Key learnings from the session included:

1. Leveraging macros/VBA for automation and efficiency gains
2. Using pivot tables to quickly summarize large datasets
3. Creating effective visualizations to communicate insights
4. Combining these tools for powerful data analysis workflows

The event provided attendees with hands-on experience using Excel's advanced features to extract valuable insights from complex datasets.

Real-World Problem Solving

One of the highlights of the event was a session dedicated to solving real-world problems using Excel's advanced features. Attendees were presented with several business scenarios and challenged to develop solutions using macros, VBA, pivot tables, and charts. These included:

1. Automating weekly sales reports for a retail chain
2. Developing a dashboard to track customer satisfaction metrics
3. Creating a dynamic budget allocation tool for a manufacturing company

Participants worked in teams to design and implement solutions, receiving guidance and feedback from instructors throughout the process. This hands-on approach helped attendees understand how to apply the learned concepts to actual business challenges.

Conclusion

The Excel training event was highly successful in equipping participants with advanced skills in macros/VBA, pivot tables, and charts. By focusing on practical applications and real-world scenarios, the session ensured that attendees left with actionable knowledge they could immediately apply in their workplaces. The combination of theoretical instruction, hands-on exercises, and problem-solving activities made for a comprehensive and engaging learning experience. As a result, participants gained confidence in their ability to tackle complex data analysis tasks and create powerful visualizations using Excel's advanced features.