

Course No.	SC 309	
Course Title:	WORKSHOP ON ADVANCED EXCEL <i>“Advanced techniques in spreadsheet applications for day to day official data analysis and visualization”</i>	
Target Group: : Front line and Middle level managers of public sector.	Duration: 03 Days	
Main Subject Areas: <ul style="list-style-type: none"> * Spreadsheet basics * Calculations with advanced functions * Data Manipulation * Charting for prediction * Statistical analysis in analysis tool pack * Sensitivity analysis 		
Learning Outcomes: On successful completion of the course, the participants will be able to <ul style="list-style-type: none"> * Use Excel for advanced data analysis for decision making, report preparation, forecasting and presentations 		
Course Fees: Rs.7,500.00 *	Medium	English
Assessment Method	Presentation of a Spread Sheet	
Course Coordinator	Mr. N.M.S.A. Bandara	

**Employees of Government Ministries, Departments and Provincial Councils are exempted from paying the course fee. (State Owned Enterprise (SOE) employees are not exempted from Course fee.*