



Centre for Professional Development  
**Sri Guru Gobind Singh College of Commerce**



(University of Delhi)  
in collaboration with  
**Weekendr**

# EXCEL (BASIC + ADVANCED)

Instructor led **LIVE ONLINE COURSE**

Mon-Wed-Sat Batch, 30 hours, 15 sessions

13 Class Sessions - 10th Jul to 7th Aug 2021

02 Project Sessions\* - 14th & 16th Aug 2021

Mon & Wed: 5:30pm to 7:30pm

Sat: 3pm to 5pm

Live Classes on Zoom Platform

Fee: Rs 3,700\*

To Register, click [here](#)

Syllabus: [bit.ly/2XZnmd5](https://bit.ly/2XZnmd5)

\* Do 2 Projects based on Real World Data, add to your CV

### Learning Outcomes

Navigate Excel Basic Features, Modify the Appearance of Data, Understand various Formula & Functions, Principle of Data Organization, Data Consolidation and Outline, Data Analysis Tools, Visualization Techniques, Prepare Dashboard and Reporting, Task Automation through Macro & VBA

For queries, contact  
Vibhor (9999423173)

Ajay (9810873985)

or email at [centrepd@sggsc.ac.in](mailto:centrepd@sggsc.ac.in)

\* First 5 enrolled participants  
to get Rs 200 cashback

\*Fee Payment details will be  
shared after registration