

## Microsoft Excel Power Pivot Basic - 1 day

Do you want learn how to make a Power Pivot model in Excel? And make a report with pivot tables and pivot charts? Then this course might be interesting for you! Data comes from various sources, from linked Excel tables, from text files or from databases. You will learn the differences between a flat database and a relational database and you will get acquainted with DAX functions and learn how to use DAX functions with your data.

### Course duration

The duration of the course is six hours completed in one day.

### Targetaudience and prerequisites

This Excel Power Pivot basic course is suitable for experienced Excel users who want to generate and design analyses and reports from different data sources. You can find the necessary prior knowledge in our Excel Basic and Excel Advanced - Tables & Databases course.

### Outlines

#### *Install or activate Power Pivot in Excel*

- How to get Power Pivot in Excel
- Power Pivot screen layout

#### *Differences Excel and Power Pivot data model*

- Trad. cell range vs. Tables in Excel
- Create tables in Excel .xlsx and .xls
- Calculations with Excel tables
- Benefits of tables in Excel
- Tables in the data model
- Advantages of tables in the data model

#### *Import data*

- Link an Excel table
- Import an Excel table
- Link text and CSV files
- Data from other data sources linking (Access, SQL, ODBC ...)
- Data from Power Query
- Edit or restore connections

#### *Edit imported data*

- Do not import certain columns, remove or hide
- Change order and column names
- Sort and filter data

#### *Multiple tables*

- Create relationships between tables
- Primary key vs. strange key
- Facts tables and Dimension tables
- Advantages with respect to VLOOKUP () in Excel
- Create hierarchy

#### *Create pivot tables*

- Pivot tables a short repetition
- Create pivot tables using the data model (multiple tables)
- Use of implicit calculations
- Create a pivot table
- Create and connect slicers with pivot tables and graphs
- Use Timeline's
- Conditional formatting in pivot tables

#### *Create calculated columns in Power Pivot*

- Calculated columns with arithmetic Operators pros and cons.
- Calculated columns with functions
- The RELATED () and RELATEDTABLE () functions

#### *Create explicit calculations*

- Measurements
- Measurements vs. implicit calculations
- Measurements vs calculated columns
- DAX functions
- SUM (), COUNT (), DISTINCT COUNT (), MIN (), MAX (), IF

#### *Create a KPI*

- Evaluate a measurement and present it by making a KPI

#### *Introduction DAX Functions*

- Some important DAX functions: SUMX (), COUNTX (), CALCULATE () and ALL ()

