

## **MS Excel for Financial Analysis and Modelling for Finance Team Training**

**Duration: 1 or 2 Days**

### **Course Outline**

**Module 1:** Introduction to MS Excel for Finance Professionals

- Overview of MS Excel and its Importance in Financial Analysis and Modelling
- Excel Features and Functions Relevant to the Finance Sector
- Role of MS Excel in Financial Decision Making

**Module 2:** Excel Basics and Essential Functions

- Navigating and customizing the Excel Interface for Finance Professionals
- Working with Formulas and Functions for Financial Calculations
- Data Entry and Formatting Techniques for Financial Data

**Module 3:** Financial Data Analysis and Reporting

- Financial Data Analysis Tools and Techniques in MS Excel
- PivotTables and Pivot Charts for Financial Reporting and Analysis
- Creating Dynamic Financial Dashboards and Reports

**Module 4:** Financial Modelling Principles

- Financial Modelling and its Application in Finance
- Building Financial Models for Budgeting, Forecasting, and Scenario Analysis
- Sensitivity Analysis and What-If Scenarios in Excel

**Module 5:** Advanced Functions and Formulas for Financial Analysis

- Advanced Financial Functions for Interest Calculations, Loan Amortization, and Investment Analysis
- Using Lookup and Reference Functions for Financial Data Management
- Logical and Statistical Functions for Financial Decision Making

**Module 6:** Data Visualization and Charting for Finance Professionals

- Creating Effective Charts and Graphs for Financial Data Visualization
- Conditional Formatting Techniques for Highlighting Financial Patterns and Trends
- Using Sparklines and Data Bars to Enhance Financial Data Representation

**Module 7:** Data Analysis with Excel Add-Ins

- Introduction to Excel Add-Ins for Financial Analysis and Modelling
- Using Solver Add-In for Optimization and Goal Seeking in Finance
- Using Data Analysis Tool Pak for Statistical Analysis in Finance

**Module 8:** Financial Reporting and Automation

- Building Automated Financial Reports and Templates in Excel
- Macro Recording and Basic VBA for Finance Professionals
- Tips and Tricks for Efficient Financial Modelling in Excel