



### Pivot Table & Dashboard Workshop

This 1-day course covers Pivot Tables, Charts and Dashboards. In the course you will learn how to manipulate data, bring data in from various sources and analyze data using Pivot Tables, Pivot Charts and creating Dashboards.

### Analyzing Data with Power BI

This 2-day course covers one of the most popular products for analyzing data. This course focuses on having a good understanding of Data Analysis.

### Power Pivot, View, Maps & Query

This 2-day workshop covers PowerPivot topics starting from Basic concepts and moving on up to complex data models.

### Excel Functions & Formula's Workshop

This 1-day workshop focuses on formulas. From the creation of basic formulas to advanced functions covering the eight categories of the Function Library.

# December 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Functions and Formulas SharePoint Site User Pivot Table Workshop	4 Sold Out	5 Sold Out	6 Day 1 Power BI PowerPoint Introductory Excel Data List Management	7 Day 2 Power BI PowerPoint Advanced Dynamics CRM	8
9	10 Day 1 Excel Power Tools Day 1 SharePoint Site Owners Visio Introductory	11 Day 2 Excel Power Tools Day 2 SharePoint Site Owners Visio Advanced	12 Excel Introductory Word Introductory Outlook Introductory	13 Excel Intermediate Word Intermediate Excel Data List Management	14 Excel Advanced Word Advanced Working Smart with Outlook	15
16	17 Adobe Acrobat Pro Introductory Functions and Formulas Project Introductory	18 Adobe Acrobat Pro Advanced Data Analysis Pivot Tables Project Advanced	19 Access Introductory Excel Introductory PowerPoint Introductory	20 Access Intermediate Excel Intermediate PowerPoint Advanced	21 Access Advanced Excel Advanced SharePoint Site Users	22
23	24 Holidays	25 Holidays	26 Holidays	27 Holidays	28 Holidays	29
30	31 Holidays					

All courses include course materials and quick reference cards. Promaxis' facility has ample free parking, a lunch room which includes a full kitchen. We also provide snacks and drinks at no additional charge. Promaxis is a Learning Supply Arrangement Holder with PWGSC SA/SO E6oZH-17oLS. Group Pricing Available

