



June 2018

Pivot Table 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 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.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Excel Pivot Tables & Dashboards	5 Excel Functions & Formulas	6 SharePoint for Site Users	7 SharePoint for Site Members	8 SharePoint Workflows	9
10	11 Power BI Desktop		12	13 Working Smart with Outlook	14 Word Intermediate	15 Word Advanced
17	18 Excel Introduction	19 Excel Intermediate	20 Excel Advanced	21 Excel Formulas & Functions	22 Excel Pivot Tables & Dashboards	23
24	25 OneNote	26 OrgPlus Level 1	27 Adobe Acrobat Level 1	28 Adobe Acrobat Level 2	29	30

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-17ooLS. Group Pricing Available