

⚠ **Document incomplet** — Le numéro de déclaration d'activité (NDA) n'est pas renseigné. Veuillez compléter vos **informations légales** dans les paramètres de l'organisme.

### Informations générales

<b>Intitulé de la formation</b>	<b>Excel from Beginner to Advanced</b>
<b>Organisme de formation</b>	Organisme de formation
<b>Formateur principal</b>	Robert Ransdell
<b>Durée totale</b>	<b>1h40</b>
<b>Modalité pédagogique</b>	<b>Distanciel (en ligne)</b>
<b>Tarif</b>	100 €
<b>Type de sanction</b>	Attestation de suivi de formation

### Public cible & Prérequis

<b>Public visé</b>	À compléter dans les paramètres du cours.
<b>Prérequis</b>	<ul style="list-style-type: none"><li>• Become a Product Manager</li></ul>
<b>Accessibilité handicap</b>	⚠ <i>Référent handicap non renseigné (obligatoire Qualiopi Ind. 29).</i>

### Objectifs pédagogiques

Microsoft Excel all in One Package

This Microsoft Excel course combines 4 different courses.

- Microsoft Excel 101 - An Introduction to Excel
- Microsoft Excel 102 - Intermediate Level Excel
- Microsoft Excel 103 - Advanced Level Excel
- Master Microsoft Excel Macros and VBA in 6 Simple Projects

Material recorded with Excel 2013 but works in 2010, 2013, 2016, 2019 (Office 365)

Recent Student Review

- "You sir are a life saver. Not everyone has the ability to teach. Thank you so much for taking the time to put together an amazing course bro. If anyone doubts buying this course, don't doubt it, buy it. I've learned so much in this course. Hope more courses are on the way because I'd buy every single one of them. Thanks again bro. God bless you and your family."
- "Happy to say that I now "know" excel. I realize there is so much more to learn, but it's a start! Thank you for being such a great instructor... now on to the next class."
- "Thanks for a well made course. The progression of topics is well structured and the part about Macro and VBA was new for me. Excel is a really powerful tool and it is worth know all of its aspects. Kyle did a

good job at explaining them."

Enroll now to go through a deep dive of the most popular spreadsheet tool on the market, Microsoft Excel. As your instructor I will use my 15+ years of Excel training to guide you step by step through the beginner to advanced level and beyond.

As you participate in each of the 4 courses you will master Excel tools that will clear away the pain of stumbling through your daily tasks. You will start with the basics, building a solid foundation that will give you further knowledge as you progress into intermediate and advanced level topics.

At completion of this course you will have mastered the most popular Excel tools and come out with confidence to complete any Excel tasks with efficiency and grace. Below are just a few of the topics that you will master:

- Creating effective spreadsheets
- Managing large sets of data
- Mastering the use of some of Excel's most popular and highly sought after functions (SUM, VLOOKUP, IF, AVERAGE, INDEX/MATCH and many more...)
- Create dynamic report with Excel PivotTables
- Unlock the power and versatility of Microsoft Excel's Add-In, PowerPivot
- Audit Excel Worksheet formulas to ensure clean formulas
- Automate your day to day Excel tasks by mastering the power of Macros and VBA

So, what are you waiting for, enroll now and take the next step in mastering Excel and go from Excel Newb to Excel Guru!

## Programme détaillé

### 1 Introduction

Ressource Introduction Class

Quiz Midterm Quiz

### 2 Microsoft Excel Fundamentals

Session live Introduction

Session live Basic Excel Functions

Session live Basic Charts

## Modalités d'évaluation

<b>Évaluation des acquis</b>	Quiz de validation des connaissances (score minimum requis pour la certification). Évaluation continue des présences et de la participation.
<b>Évaluation de la satisfaction</b>	Questionnaire de satisfaction en fin de formation (évaluation à chaud) — Qualiopi Ind. 11.
<b>Suivi post-formation</b>	Questionnaire à froid à 3 et 6 mois pour mesurer l'impact en situation professionnelle — Qualiopi Ind. 11.

## Moyens techniques & pédagogiques

- Plateforme de formation en ligne sécurisée (LMS)
- Sessions live (classe virtuelle)
- Supports de cours téléchargeables (PDF, vidéos)
- Forum d'échanges apprenant/formateur
- Suivi individuel de progression

**Organisme de formation** est certifié Qualiopi pour la catégorie d'actions « Actions de formation ».

Ce document est un programme de formation officiel conforme aux exigences du référentiel Qualiopi (Indicateurs 1, 5 et 12).  
Il est susceptible d'évoluer en fonction des besoins des participants.