ARTIFICIAL INTELLIGENCE

AI2-2 Digital Productivity with Excel and Power BI

This practical two-day programme is designed to enhance participants' ability to work efficiently with data using Excel and Power BI. The course focuses on developing essential analytical skills, improving reporting capabilities and enabling professionals to present data in a clear, visual and impactful way to support better decision-making.

Course Information

Duration: 2 days

London (£1980): 30th November 2026, 28th June 2027, 11th October 2027, 28th February 2028

Companies nominating 3 or more delegates to attend the same programme will enjoy a special discount on the course fees.

Upon completion of one of our CPD certified courses, delegates will be awarded both an LMC certificate and a CPD certificate. No examination required.

Who is the course suitable for?

This course is ideal for analysts, administrators, finance professionals, HR teams, operations staff, and anyone who regularly works with spreadsheets or reports. It is particularly suited to professionals looking to progress beyond basic Excel skills and develop more advanced, visual, and insight-driven reporting capabilities.

Course profile

Excel for Data Analysis

- Excel essentials and best practices
- Key formulas and functions for data analysis
- Working with tables and structured data
- Creating and using pivot tables
- Designing effective charts and visualisations
- Data cleaning and preparation techniques

Introduction to Power BI

- Overview of Power BI and its applications
- Importing and loading data
- Introduction to simple data modelling
- Creating interactive reports and dashboards
- Designing visuals to communicate insights effectively
- Sharing and presenting data-driven insights

Competencies

At the end of this course, delegates will be able to:

- Confidently use Excel to analyse, organise, and present data
- Apply key formulas, functions, and data tools to improve productivity
- Create clear and meaningful data visualisations
- Develop basic interactive dashboards using Power BI
- Enhance reporting processes to support informed decision-making

Course Booking

Call us: +44 (0) 207 724 6007

Email us: training@lmcuk.com

www.lmcuk.com

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