

## Course Description

This course is designed for students to organize, manipulate, and report on their data in the best way possible. Since a tool is only as good as the person using it, it is important to gain a solid understanding of Power Pivot to maximize your effectiveness when analyzing data.

## Learning Objectives

- Get started with Power Pivot
- Work with advanced functionality in Power Pivot
- Visualize Power Pivot data

### Gettings Started with Power Pivot

- Enable and Navigate Power Pivot
  - Power Pivot
  - Excel Add-Ins
  - The Add-Ins Tab
  - The Power Pivot Tab
  - The Power Pivot Window
  - The Home Tab
  - The Design Tab
  - The Advanced Tab
- Manage Data Relationships
  - The Excel 2016 Data Model
  - Data Sources
  - The Table Import Wizard
  - Diagram View
  - Relationships
  - The Create Relationships Dialog Box
  - The Manage Relationships Dialog Box
  - Hierarchies

### Visualizing Power Pivot Data

- Create a Power Pivot Report
  - PivotTables
  - The PivotTables Field Task Pane
  - PivotCharts
  - Power Pivot Report Options
  - The Create Report Dialog Box
  - Quick Explore
  - Slicers
  - The Insert Slicers Dialog Box
  - The Report Connections Dialog Box
- Create Calculations in Power Pivot
  - Calculated Columns
  - Calculated Fields
  - Explicit Calculated Fields
  - The AutoSum Feature
  - The Measure Dialog Box
  - The Insert Function Dialog Box

### Working with Advanced Functionality in Power Pivot

- Create a Key Performance Indicator
  - KPIs
  - The KPI Dialog Box
  - KPI Fields
  - The Manage KPIs Dialog Box
- Work with Dates and Time in Power Pivot
  - DAX
  - DAX Syntax
  - Date and Time Functions
  - Time Intelligence
  - Date Tables