

EXCEL ANALYTICS FOR FINANCE PROFESSIONALS

““Leveraging Excel to Drive Financial Intelligence, Insight, and Strategic Decision-Making””

Schedule

Date	Venue	Fees (Face-to-Face)
27 – 29 Jan 2026	Kuala Lumpur, Malaysia	USD 2495 per delegate
03 – 05 Mar 2026	Doha, Qatar	USD 2495 per delegate

► Available delivery methods: Face-to-Face & Online Training

Introduction

In today’s finance-driven world, Microsoft Excel remains the go-to tool for financial modeling, forecasting, reporting, and analysis. Yet most professionals only use a fraction of its capability. This course empowers finance professionals to go beyond basic spreadsheets and apply Excel’s advanced features for deeper insight, accuracy, and speed in financial decision-making.

Over three days, participants will learn to automate reports, analyze large datasets, build robust financial models, and create dashboards that communicate clearly to stakeholders. The training blends finance logic with Excel best practices, enabling participants to enhance their analytical value within their organizations.

Objectives

By the end of this course, participants will be able to:

- Apply Excel’s financial and statistical functions to solve real business challenges.
- Build dynamic models for budgeting, forecasting, and scenario analysis.
- Use PivotTables, Power Query, and advanced formulas for deep data analysis.
- Visualize financial insights through charts and interactive dashboards.
- Automate routine reporting using functions and formula-driven logic.
- Improve accuracy, consistency, and auditability in financial spreadsheets.

Why Attend

- Make data-driven decisions faster with advanced Excel capabilities.
- Reduce time spent on manual financial reporting and model rebuilding.
- Gain confidence in building robust and error-free financial spreadsheets.
- Improve communication of financial performance with powerful visual tools.
- Benchmark your skills against modern Excel practices used by leading firms.

Target Audience

This program is designed for:

- Financial analysts and controllers
- Accountants and budgeting professionals
- Treasury and corporate finance staff
- Business analysts and reporting officers
- Professionals seeking to enhance Excel-based financial analysis

Individual Benefits

Key competencies that will be developed include:

- Financial modeling using Excel functions and tools
- Forecasting and scenario planning
- Dashboard creation and KPI visualization
- Data analysis using lookup, logic, and array formulas
- Error prevention and spreadsheet governance

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Enhanced efficiency and speed in financial reporting
- More accurate and insightful financial analysis
- Better forecasting and risk evaluation
- Improved collaboration through standardized spreadsheet models
- Greater value added by finance professionals in decision support

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Excel Labs – Live demonstrations of functions, models, and tools
- Case Studies – Revenue forecasting, cost modeling, ratio analysis
- Templates – Dashboards, income statements, variance analysis models
- Exercises – Build-from-scratch simulations and audit challenges
- Group Tasks – Shared workbook problem-solving and model review
- Instructor Coaching – Tips, Q&A, and optimization insights

Course Outline

Detailed 3-Day Course Outline

Training Hours: 7:30 AM – 3:30 PM Daily Format: 3–4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1: Excel Tools for Financial Data Analysis

- **Module 1: Excel Power Skills for Finance (07:30 – 09:30)**
 - Lookup functions (XLOOKUP, INDEX-MATCH), dynamic arrays
 - Logical and nested formulas (IF, IFS, SWITCH, AND, OR)
 - Named ranges and data validation for modeling integrity
- **Module 2: PivotTables and Power Query (09:45 – 11:15)**
 - Creating and customizing PivotTables for financial summaries
 - Cleaning and transforming data using Power Query
 - Combining datasets and reconciling ledgers
- **Module 3: Automating and Streamlining Reports (11:30 – 01:00)**
 - Creating rolling reports with dynamic formulas
 - Using structured references and Excel Tables
 - Automating routine analysis with formula logic
- **Module 4: Simulation – Financial Data Review Dashboard (02:00 – 03:30)**
 - Build a monthly financial dashboard using PivotTables and charts

Day 2: Forecasting, Budgeting, and Scenario Planning

- **Module 5: Forecasting Tools and Techniques (07:30 – 09:30)**
 - Time-series analysis and trendlines
 - Moving averages, regression, and growth models
 - Forecasting revenues and expenses using past trends
- **Module 6: Budget Modeling and Variance Analysis (09:45 – 11:15)**
 - Budget templates, cost center planning, and roll-ups
 - Actual vs. budget variance reporting
 - Dynamic variance formulas and explanations
- **Module 7: Scenario and Sensitivity Analysis (11:30 – 01:00)**
 - Using Data Tables, Scenario Manager, and Goal Seek
 - Stress-testing financial assumptions
 - Building sensitivity models for investment or pricing decisions
- **Module 8: Case Exercise – Full Forecasting Model (02:00 – 03:30)**
 - Participants develop and present a financial forecast with scenario logic

Day 3: Advanced Modeling and Communication Tools

- **Module 9: Financial Ratios and KPI Dashboards (07:30 – 09:30)**
 - ROE, ROA, liquidity, and profitability metrics
 - Trend analysis with sparklines and conditional formatting
 - Dashboard layout principles and formatting tips
- **Module 10: Error Prevention and Model Governance (09:45 – 11:15)**
 - Preventing circular references, hardcoding, and formula breaks
 - Model auditing techniques and trace precedents
 - Version control and workbook documentation
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Module 11: Visualizing Financial Impact and Reporting (11:30 - 01:00)

- Data storytelling with chart design
- Interactive dashboards using slicers and form controls
- Presenting models to finance and non-finance audiences
- **Module 12: Final Simulation - Presenting a Strategic Finance Dashboard (02:00 - 03:30)**
- Team project: Build and present a decision-focused Excel dashboard

Certification

Participants who complete the program will receive a **Certificate of Completion in Excel Analytics for Finance Professionals**, validating their practical skills in applying Excel tools for data-driven financial decisions.

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