

Advanced Excel Training by MSIL

16.05.17

Maruti Suzuki India Limited organized a two days Advanced Excel Training Programme on 16-5-17(Tuesday) and 17-5-17 (Wednesday). The venue was Maruti Suzuki Training Academy. Resource person was Mr. Sandeep Verma. He was very well equipped with his application skills. Pre -Training Assessment was conducted to know the basic level of the trainees as beginners. Laptops were provided individually for hands on work and to give practical experience of the demonstrated Mathematical formulas and logical functions. Excel parameters like Pivot tables, charts, graphs, Macros, VLookUp, Goal Seek, Problem Solver, Data Validation, etc. were discussed in detail. The resource person guided the trainees about the working of User defined functions and system defined functions. Maximum numbers of Excel functions were incorporated in the training to have an access to real problems while doing data handling followed by related practice activity. In the end of the session a Post Training Assessment was conducted to assess the learning of the trainees. A handbook on Advance Microsoft Excel 2010 was provided to recapitulate the taught concepts. Excel acts as a tool to make teaching-learning process simpler, accurate and eye appealing through presentation of bars and graphs.

The training was very effective and productive. It served the purpose of handling data and files with an organized and a systematic method. We would look forward for such trainings to enhance our application skills from time to time. It was an enriching experience for all of us.
