

MICROSOFT

EXCEL TRAINING



no. 1

Advance Excel Training Course

(12 - 15 Days)

Training Institute in India

FIRST CHOICE

99Excel.Com is the first choice of every excel learner. Our students are working in top MNCs and they are heroes of their work place. Theirs feedback and online recombination's are making us more and more efficient.

Basic Excel Training Course

(8 - 10 Days)

THE TEAM

Our team is an expert professional from IT, Analytics and HR professionals and provides complete trainings of professional level MS Excel & Vba from the certified people.

Excel Vba Training Course

(10 - 15 Days)

Ninety Nine Excel Training Academy, Noida

113, First floor, Ocean plaza, P-5, Sector 18, Noida - 201301 - INDIA

Phone: +91 120 4553178 Mobile: +91 96544-212-88, +91 93125-804-74

E-Mail: support@99excel.com, Website: <http://99excel.com>



ADVANCED EXCEL TRAINING PROGRAM

Over
70
formulas/ functions

Over
100
shortcut keys

learn
20+
tools and menus'

solve
50+
class questions

Training duration: 12 - 15 Days (4-Day classes in a week, classroom duration 2 hours)

Training Fee: 5,000 INR

Course Description:

Take your skills to the next level with this advanced online Excel training course. Harness the power of Excel and become an advanced user.

Introduces the features of Microsoft Excel and spreadsheet concepts to design and create accurate professional worksheets for use in business and industry, and academic environments. Includes entering data; creating formulas; professional formatting; creating charts; creating, sorting, and filtering lists; creating and using templates; and working with functions. Make MIS and dashboards using tools and formulas.

Course Content:

- What is the Excel?, Excel Application Setting - Calculation, Vba Tab options, Edit Custom list, Worksheet Calculation, Autocorrect Option, Macro Enable / Disable
- Shortcuts, keyboard shortcuts, navigation shortcuts, Paste Special - many more paste options
- Name Manager and Subtotal tools, Validation and Text to Columns
- Conditional formatting - New Formatting Rule dialog box, Data Shorting, Filter and Selection Concept
- Data Analyzing with Pivot – Chart , multiple conditions, Over 60 Most useful Excel formulas with examples
- Page setting, Excel Protection System – Sheet, Cells, window, Hide Formulas, Insert Other Application in Excel Sheet - Links and file, Hyperlink,
- Basic Macro introduction, Vba Project, procedures and write some Vba code.

BASIC EXCEL TRAINING PROGRAM

Over
20
formulas/ functions

Over
30
shortcut keys

Intro
All
tools and menus'

Data sheet
WH
For practice

Training duration: 8 - 10 Days (*4-Day classes in a week, classroom duration 2 hours*)

Training Fee: 4,000 INR

Course Description:

Are you using Microsoft excel for the first time? This course about the basic elements of MS EXCEL. In this, course you will learn, how to create a workbook using a template, add data by typing in a worksheet, create a basic chart, save a workbook, use formulas, shortcuts and much more.

Basic Excel - An Overview of the Excel Basics That Will Assist You When Using Excel Functions and Formulas.

Course Content:

- Overview of basic Excel skills, Basic Short Keys, Worksheet Operations ,Cell Operation , Format Cells ,Freeze Panes
- What is the Excel?, Excel Application Setting - Calculation, Vba Tab options, Edit Custom list, Worksheet Calculation, Autocorrect Option, Macro Enable / Disable
- Shortcuts, keyboard shortcuts, navigation shortcuts, Paste Special - many more paste options
- Techniques of Paste Special, Protect Worksheets & Workbooks , Time Saving Utilities ,Format Painter , Text to Columns with fixed and delimited parameters, Data Sorting using custom list ,Summarizing data using Auto Outline
- Concept of Cell Referencing, Relative Referencing, Absolute Referencing, Mixed Referencing
- Page Setup – Margins, Header and Footers, Orientation, Hyperlinked Spreadsheet, Freezing.

VBA EXCEL TRAINING PROGRAM

Over
100

Examples of Variables.

Over
20

Dashboards & engines

Over
50

Examples of loops

Over
800

VBA codes.

Training duration: 10 - 15 Days (4-Day classes in a week, classroom duration 2 hours)

Training Fee: 7,000 INR

Course Description: Visual Basic Programming & Dashboard Preparation

A high proficiency of Microsoft Excel is essential, or completion of our 15 days Visual basic Excel course.

At the end of the course, the delegate will have covered the fundamentals of VBA, including:

- working with procedures and functions
- understanding objects
- Using expressions, variables and intrinsic functions.

Course Content:

- Variables, Arrays, Constants, Data Types, Modules, Functions and subroutines, Decisions and Looping
- Strings and Functions and Message Boxes, Operators, Debugging, Errors and the Error Function, Dialogs
- Common Dialog Control, Command Bars and Buttons, Excel Object Model, Object Model--Main Objects
- Business tool objects, Charts and Graphs, Working with Databases, API Calls, Class Modules, Pivot Tables
- Converting Labels to Numbers and Numbers to Labels, Transposing a Range of Cells, Adding Formula Details into Comments, Calculating a Range, Reversing a Label, Who Created the Workbook, Evaluating a Cell, Sorting Worksheets into Alphabetical Order, Replacing Characters in a String, Timed Events, Auto-Totalling a Matrix of Numbers, Absolute and Relative Formulas, Cells Containing Formulas, Alternate Rows and Columns of the Spreadsheet, Changing a Range of Values, Cells by Reference to a Master Cell, Hidden Sheets Without a Password.

GROUP EXCEL TRAINING (GET) CORPORATE

TRAINING BENEFITS

Improve PERFORMANCE and reduction of errors & accidents	Increase PRODUCTIVITY and efficiency of employees	Less SUPERVISION to address tasks independently	Skills DEVELOPMENT helps in increasing the job knowledge
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ON-SITE TRAINING TOPICS

Over
70
Formulas / functions

Over
100
shortcut keys

Learn
20+
tools and menus

Solve
30+
Questions for Practice

COURSE DESCRIPTION:

- ❖ What is the Excel?, Excel Application Setting - Calculation, Vba Tab options, Edit Custom list
- ❖ Worksheet Calculation, Autocorrect Option, Macro Enable / Disable
- ❖ Shortcuts, keyboard shortcuts, navigation shortcuts, Paste Special - many more paste options
- ❖ Name Manager and Subtotal tools, Validation and Text to Columns, Hyperlink
- ❖ Conditional formatting - New Formatting Rule dialog box, Data Shorting, Filter and Selection Concept
- ❖ Data Analyzing with Pivot – Chart , multiple conditions, Over 60 Most useful Excel formulas with examples
- ❖ Page setting, Excel Protection System – Sheet, Cells, window, Hide Formulas, Insert Other Application in Excel Sheet
- ❖ Basic Macro introduction, Vba Project, procedures and write some Vba code.

Group Excel Training (CORPORATE EXCEL TRAINING) program is the most popular training program to get trained each person in your office. We offer flexible, cost-effective training program for your business to get more productivity from your PC user.

ON-SITE TRAINING PROGRAM COST

ON-SITE TRAINING FOR	NO. OF EMPLOYEE	DELHI/NCR	OTHER LOCATIONS
1 DAY	1 - 30	Rs. 12000	Rs. 12000+EXPENSE
1 DAY	31 - 50	Rs. 20000	Rs. 20000+EXPENSE
2 - 5 DAYS	1 - 30	Rs. 10000 p/d	Rs. 15000 p/d +EXPENSE
2 - 5 DAYS	31 - 50	Rs. 15000 p/d	Rs. 20000 p/d +EXPENSE

Ninety Nine Excel Training Academy, Noida

India's Premier Excel Training Institute



Overview

Ninety-Nine Excel Training Academy, is India's No. 1 Microsoft Excel Training Institute. We are providing training level: Basic to Advance Excel and vba macro training in India Since 2007 and have the great memories.

99Excel training academy is committed to provide high quality, value-based, career oriented training of Microsoft Excel and Vba - visual basic application to their students. We customized a unique excel training module at various levels to fulfill your essentials professional skill, most useful formulas, function and dashboards and applied in Institute training program.

Choice of student

99Excel.Com is the first choice of every excel learner. Our students are working in top MNCs and they are heroes of their work-place. Theirs feedback and online recombination's are making us more and more efficient.

Choice of employer

Group Excel Training (CORPORATE EXCEL TRAINING) program is the most popular training program to get trained each person in your office. We offer flexible, cost-effective training program for your business to get more productivity from your PC user.

Team at institute

Our team is an expert professional from IT, Analytics and HR professionals and provides complete trainings of professional level MS Excel & Vba from the certified people.

Our Business Partners



PAYNITI



Training Centers

Noida

Delhi South

Delhi North

Delhi East

99Excel.com interviews over **3,000** applicants each month

Is **99Excel.com** for me?

100%

Score for SATISFACTION
in last 7 years.

Student Feedback Study

98.5%

Students are recommends
us to their friends, family
and corporate

New registration source

No. 1

India's No. 1 Excel
Training Institute

100%

Placement assistance.

Call us: +91 120 4553178, +91 93125 80474, +91 96544 21288