



Placement Cell

International Institute for Population Sciences



**VARUN KUMAR
ANGURALIA**

Head-Marketing and Digital
Analytics

Workshop on

BASICS TO ADVANCED ANALYSIS IN EXCEL

2nd and 3rd September, 2023



Group picture of the participants of the workshop, Day 1



Group picture of the participants of the workshop, Day 2

INTRODUCTION

The Placement Cell at the International Institute for Population Sciences organized a two days' workshop on "Basic and Advanced Analysis with Excel" on 2nd and 3rd September, 2023 . The workshop was organized in the Information, Communication, and Technology Unit's Computer Lab. This was the first workshop organized by the Placement Cell at IIPS for the academic year 2023-24. The goal of this workshop was the training on essential methodologies and functions

regarding data analysis and making participants familiar with the basic as well as advanced MS-Excel tools.

After the workshop the students were expected to learn the following functions of the excel:

- ✓ Introduction to all the tools of excel
- ✓ Numeric Functions
- ✓ String-text functions
- ✓ Date-time function
- ✓ Count, sum, average function with criteria
- ✓ Lookup functions
- ✓ Index, match, and index-match functions

INAGURATION



Felicitation Ceremony

Our placement cell member, Gitika gave a brief introduction to the workshop's Resource Person, Mr. Varun Kumar Anguralia, followed by an introduction to the IIPS Placement Cell.

The resource person was felicitated by our Mrs. Nalini Ayyalasomayajula, Placement cum Communication Officer and thereafter the workshop started.

WORKSHOP

The two-day workshop entailed the understanding of excel from a beginner's perspective. The instructor began by giving a brief introduction to the sequence of the workshop. He stated the main aim of the workshop, which was to provide the participants with exposure to techniques of Data Analysis through Excel. He then started with basic functioning of the excel.



The successful ongoing of the workshop

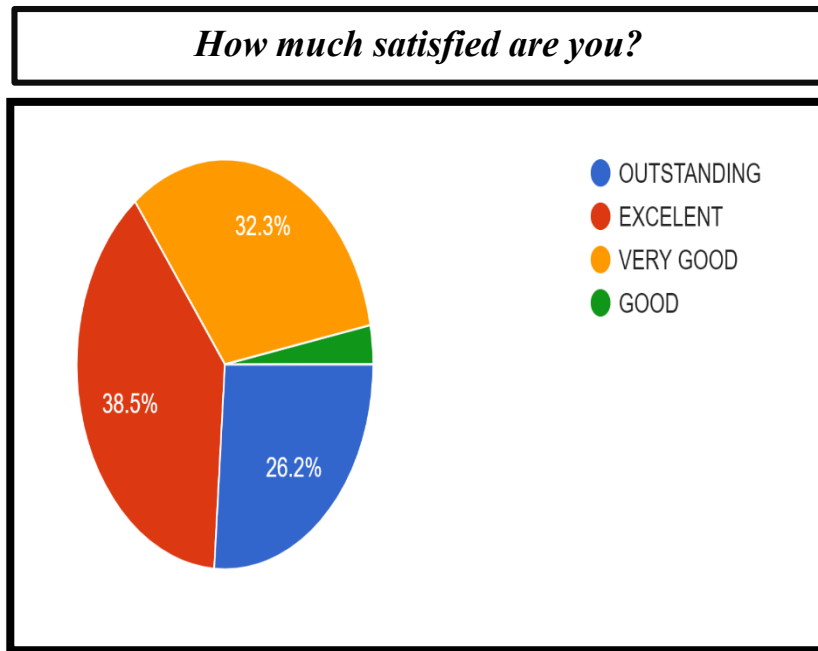
As per the current demand of the market, this workshop helped in sharpening one's skills using Excel spreadsheets and expanding their knowledge of the fundamentals of analyzing data.

The resources person started with the basic functioning of the excel sheet and gradually take into the advanced level of analysis using excel sheet.

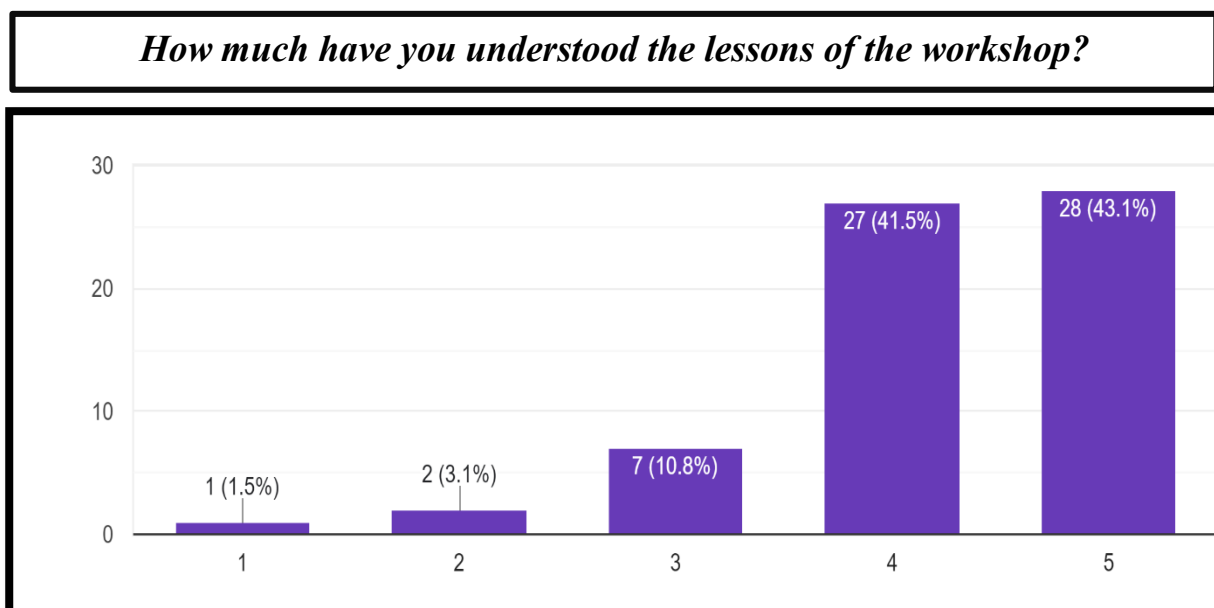
The Workshop was divided into two sections Basics of Excel which was covered before the lunch break and after that the session covered Advanced level of Excel. This helped the students to gain a better understanding of the workshop and the result was reflected in our feedback form.

FEEDBACK

The Placement Cell surveyed the participants of the Basics to Advanced Excel Workshop. The total number students participated in the workshop was 97 and majority of the participants of the workshop found the workshop to be valuable. Around 26% of the participants gave the feedback as *outstanding* workshop. This was followed by *excellent* with 39% and *very good* with 32%.



In terms of understanding, maximum response was 5 from the range of understanding scale 1 to 5. For the better view, the graphical representation in this regard is given here.



APPENDIX

Agenda of the workshop

DAY 1

SATURDAY 2ND SEPTEMBER'23

EXCEL WORKSHOP SCHEDULE

MA./M.SC & MBD

<u>TIME</u>	<u>EVENT</u>
9:30 -9:45 AM	INTRODUCTION
9:45 -11:00 AM	BASIC EXCEL (1st SESSION)
11:00 -11:15 AM	BREAK
11: 15 -1:15 PM	BASIC EXCEL (2nd SESSION)
1:15 -2:00 PM	LUNCH
2:00- 4:00 PM	ADVANCE EXCEL (1st SESSION)
4:00- 4:15 PM	BREAK
4:15 - 6:00 PM	ADVANCE EXCEL (2nd SESSION)

DAY 2

SUNDAY 3RD SEPTEMBER'23

EXCEL WORKSHOP SCHEDULE

MPS

<u>TIME</u>	<u>EVENT</u>
9:30 -9:45 AM	INTRODUCTION
9:45 -11:00 AM	BASIC EXCEL (1st SESSION)
11:00 -11:15 AM	BREAK
11: 15 -1:15 PM	BASIC EXCEL (2nd SESSION)
1:15 -2:00 PM	LUNCH
2:00- 4:00 PM	ADVANCE EXCEL (1st SESSION)
4:00- 4:15 PM	BREAK
4:15 - 6:00 PM	ADVANCE EXCEL (2nd SESSION)

VOTE OF THANKS