



## The Ultimate Excel Power Query & Data Cleansing Online Course

Clean, Automate & Consolidate Your Reports in a Flash! | taught by John Michaloudis & Oz du Soleil (Excel MVP)



# The Ultimate Power Query & Data Cleansing Online Course Will Improve Your Efficiency & Output In Microsoft Excel By:

- **Formatting & Transforming Data Within Minutes & Without Using VBA or Macros...**
- **Cleaning & Extracting Your Data Using Formulas & Excel's Built-In Analytical Tools to Further Your Analysis & Make Insightful Business Decisions...**
- **Learning How To Use Power Query (Get & Transform in Excel 2016) Which is The Most Powerful Excel Feature Since VLOOKUP...**
- **Automating Your Daily/Weekly/Monthly Reports With a Single Refresh, Saving You Hours in the Process!!!**
- **Consolidating Data & Reports from Multiple Sources, Giving You Greater Insights that will Reach Top Management & Making You More Valuable, Whilst Increasing Your Opportunities!**

Welcome to The Ultimate Microsoft Excel Power Query & Data Cleansing course which has **over 100 short and precise tutorials** and has been carefully created by *John Michaloudis and Oz du Soleil* (Excel Most Valuable Professional) who bring more than 30 years of Excel and professional experience into this course.

The course covers all of Excel's must-know features for cleaning, transforming and automating your Data & reports that gets downloaded from an external source, ERP/Accounting system or gets given to you by your IT department or manager.

You will learn Excel formulas such as the **Text, Logical and Lookup**, as well as Excel's analytical features such as **Text to Columns, Go to Special, Sort & Filter, Find & Replace, Conditional Formatting, Excel Tables, Pivot Tables, and much much more.**

Most importantly, this course focuses on teaching you **Power Query** (Get & Transform in Excel 2016) which will allow you to clean, automate and consolidate your reports within seconds, **saving you hours from your work week!**

No matter if you are a Beginner or an Advanced user of Excel, you are sure to benefit from this course which goes through every single Data Cleansing tool that is available in Microsoft Excel.

The course is designed for **Excel 2007, 2010, 2013 or 2016**. There are **20 different chapters** so you can work on your weaknesses and enhance your strengths. Each chapter was designed to improve your Excel skills with extra time saving Tips and **real life Business Case Studies**.

In no time you will be able to **clean lots of data** and report it in a quick and interactive way, learn how to **work with various transformation Formulas**, create **consolidated monthly reports with the press of a button**, WOW your boss with **stunning Excel visuals** and **W**by top management & prospective employers!



## John Michaloudis & Oz du Soleil (Excel MVP)

### Chief Inspirational Officer & Pivot Table Guru

John Michaloudis has taught over 25,000 students via his in depth **online courses**, has an **Excel blog** with free Excel tutorials which reaches over 45,000 subscribers and interviews leading Excel experts around the world to share their insights on his **Excel Podcast show** which gets 5,000 downloads per month! His goal is to pass on his Excel knowledge to over 1 million people by 2020!

Oz du Soleil is an **Excel MVP** (Most Valuable Professional) for 2015 & 2016, the leading author of **Guerrilla Data Analysis** and co-host of **Excel.tv**. Hi has an entertaining blog over at [www.ozdusoleil.com](http://www.ozdusoleil.com) and is a world expert in Data Cleansing. His goal is to end Excel user's misery by 2020!

Together they bring over 30 years of Excel & professional experience into their online training courses with real business case studies and a passion to turn you into a skilled and efficient Excel user!



Here's what you'll get once you're inside the student area...

*Here is a quick overview summary of all the awesome features that you will receive for signing up to **The Ultimate Excel Power Query & Data Cleansing Online Course**:*

- **Lifetime Online Access + Course Updates** so you can view at any time and are up to date with new Pivot Table features
- **20 chapters** ranging from Formulas, Analytical Tools, Power Query, Case Studies & Bonus Videos with over 100 videos and 7+ hours of content
- **Downloadable Excel Workbooks** so you can follow along & practice or skip directly to the answers
- **Downloadable MP4 Videos** to keep on your desktop and view the course offline or when travelling
- **Certificate of Completion** to enrich your CV/Resume as well as add to your LinkedIn profile any risk
- **7 x Limited Time Bonuses (\$1,493 in value)** which include **6 x Live Q&A Webinars, Dedicated Email Support, 2 x Downloadable Excel e-books, Intro to Pivot Tables Online Course, Downloadable Webinar Replay Video, Oz's SSSVEDA Excel Series Online Course and course discounts!**

# ➤ This Online Course is Delivered to You Inside a Cutting Edge, Easy to Navigate Learning System

The screenshot shows a web-based learning system. On the left is a dark sidebar with a green header containing the course title: "The Ultimate Excel Power Query & Data Cleansing Online Course". Below the header are sections for "Chapters", "Achievements & Progress", and "Messages". The main content area is a video player showing an Excel spreadsheet with columns for "Venue", "Square Footage", "Parking", "Contact", "Kitchen", and "Outside Catering Allowed". A small video feed of the instructor is visible in the top right corner of the video player. At the bottom of the video player, there are controls for "SPEED" and "DOWNLOAD VIDEO", and a green "Next" button.

Once you enroll in the course you immediately get access to our leading edge course management software.

This way of delivering the training helps to make your **learning more organized and keeps you focused.**

It also makes following the course much easier.

You'll be equipped with your own personal student dashboard, an achievements and progress tracker, viewed/remaining tutorials and course author discussions if you need any help.

You won't have to purchase anything additional to participate in the course, everything you need is provided!



## > Downloadable & Interactive Excel Workbooks to Follow Along and Hone Your Skills

These workbooks are the same ones we work with in the video training and they are in "Start" and "Finished" mode so you can follow along or go directly to the answer!

You'll be able to follow us, step by step, and see first-hand how we use the various Excel features, tricks and strategies to come up with time saving solutions.

Of course you'll also be able to **download and keep all the Excel workbooks** that are shown on each training video to your desktop or hard drive! You can take the workbooks with you anywhere, office, home or even while travelling.

You can follow along LIVE and practice the new tricks and tactics you'll discover, which will build your confidence when using Excel.

You'll also be able to keep and use them as a reference tool that you can go back to later and refresh your memory (hey, we never remember everything the first time we see it, right?).





## Downloadable HD Videos to Keep FOREVER!

Online access is great but how about when you are unable to connect to the internet or don't have WiFi access?

Problem solved!

**Download all the videos from this course** to your computer so you can watch offline, in transit or whilst you are travelling.

The downloadable videos are in HD quality mp4 format and you can keep them on your hard driver & re-watch the tutorials whenever you want!



## You'll Get Lifetime Online Access + Course Updates

When you enroll, you get **LIFETIME online access**, from anywhere in the world, home or office ... 24 hours a day, 7 days a week, 365 days a year, year after year...

New video tutorials will be updated quarterly so you are guaranteed to be up to date with any of Excel's new features.

These are High Definition quality videos viewable from your PC, Laptop, Tablet or mobile phone.

These tutorials are available to watch at your own pace, so you can get maximum value out of them.





## > Certificate Of Course Completion

Once you complete **The Ultimate Power Query & Data Cleansing Course**, you will receive a '**Certificate of Completion**' that you can print, frame, and use to enrich your resume/CV.

This Certificate is also available to put within your **LinkedIn profile & achievements** section for other professionals to see!



## 30 Day Risk-Free, Full-Confidence Money Back GUARANTEE!

We wouldn't dream of letting you enroll in this course without taking all of the risk **out** of your purchase decision.

We are so confident that you will get **lots of value from this course** that you can take it for the full 30 days, study it and apply it to your work to see the results.

**If you're not 100% satisfied**, we are more than happy to **refund the full purchase amount, even if it's midnight on the 30th day!**

So give the course a good go, watch & download all the videos, download the workbooks and ask us any questions during 30 days!

If you don't feel you'll be able to master the craft of using Excel Power Query & Data Cleansing to accomplish your objectives, then contact us and we will refund you your money, no questions asked and no hard feelings as that is our motto with all of the training courses that we offer!

You literally have nothing to lose. Fair enough?

## > Limited Time Free Bonuses!

### Course Bonus #1 | **\$380 Value** 6 VIP Live Webinars with Oz & John

This is a limited time bonus for signing up today which will get you VIP access to 6 live webinars with Oz and John:



- ✔ Send in your problem workbooks to Oz & John
- ✔ Get a live demonstration of your solution
- ✔ Chat & ask questions directly to John & Oz
- ✔ Access to the recording & workbook solutions for each webinar

## > Course Bonus #2 | **\$490 Value** 12 Months of Dedicated Pro-Level Email Support

While you're discovering the treasure trove of data cleansing secrets in The Ultimate Power Query & Data Cleanings Online Course, you're bound to come up with specific questions that need an answer.



- ✔ **Receive dedicated personal email support DURING THE FIRST 12 MONTHS!**
- ✔ **Get fast expert-level help whenever you get stuck or need an issue resolved by either Oz or John**
- ✔ **Interact with Oz and John via the "Discussions" area inside the course online system**
- ✔ **Received continued support after the 12 months is over**

## > Course Bonus #3 | **\$197 Value** 25% Lifetime Discount on Any MyExcelOnline.com Courses

When you complete your paid enrolment today, you'll join the thousands of other lucky students who enjoy a 25% lifetime discount on all future courses from MyExcelOnline.com.



- ✔ **Get 25% off any current MyExcelOnline courses**
- ✔ **New courses are added each year so your 25% discount is extended to any future courses when they are released.**
- ✔ **Benefit by learning new Excel features whilst saving money at the same time!**

## > Course Bonus #4 | \$35 Value 2 x Downloadable Excel E-Books

Receive these awesome Excel e-books that are full of Excel tips, tricks and solutions that will enrich your Excel skills all whilst saving time!



- ✔ **Guerrilla Data Analysis 2nd Edition:** This e-Book by yours truly Oz du Soleil, includes step-by-step examples and case studies that teach users the many power tricks for analyzing data in Excel.
- ✔ **MrExcel XL = ROMAN(40) The 40 Greatest Tips of All Time:** It is MrExcel's 40th book and he went all-out with a full color glossy edition unlike any othe

## > Course Bonus #5 | **\$97 Value** Pivot Tables Sliced & Diced Online Course

Get access to this 2-Hour Pivot Table online course which shows you the must know features in order to start using Pivot Tables with CONFIDENCE!



- ✔ Analyze your clean data with the press of a few buttons to get insightful analysis
- ✔ Lifetime Online Access
- ✔ Downloadable Workbooks to practice
- ✔ Downloadable HD Video tutorials



## > Course Bonus #6 | **\$ 97 Value** Oz du Soleil's SSSVEDA Excel Series Online Course

A lively, sometimes brash series of videos with Excel tips, discussions and solutions to common Excel and data management solutions, done in Oz's unique style.



- ✔ A light hearted way to learn Excel and its sometimes complicated features
- ✔ Lifetime Online Access
- ✔ Downloadable Workbooks to practice
- ✔ Downloadable HD Video tutorials

## > Course Bonus #7 | \$ 197 Value

### Power Query & Data Cleansing Webinar Replay Online Course

Get access to the Power Query & Data Cleansing webinar recording which shows you the must know features in order to start using Power Query (Get & Transform) and the various data cleansing techniques with CONFIDENCE!



- ✔ Lifetime Online Access
- ✔ Downloadable Workbooks to practice
- ✔ Downloadable HD Video tutorials



## How Much Does It Cost?

Right now I'm offering LIFETIME access to The Ultimate Excel Power Query & Data Cleansing Course for USD \$297.

Online training is high in demand in the current corporate environment as it allows you to receive training at a much lower price as compared to the traditional live in-person seminars.

These seminars would usually cost you more than \$2,000, not to mention the additional travel costs to and from, cold conference rooms and distractions from students who are on a different learning level than you.

Let me ask you. How much of the content would you retain from these live seminars?

The Ultimate Excel Power Query & Data Cleansing Online Course

**USD \$297**



- Lifetime Online Access
- Downloadable Videos
- Downloadable Excel Workbooks
- 12 Months Dedicated Support
- 30 Day Money Back Guarantee!
- VIP Webinar Q&A Access
- Certificate of Completion
- Bonuses mentioned above

Live Training Seminars

**\$2000+**



- Extra Travel Costs
- Uncomfortable Conference Rooms
- Divided attention
- Distractions from participants
- Rigid Schedule
- 1-2 Day Access

## Study reveals that you are 90% more likely to retain what you learn from online training v live seminars as you are more likely to:

- Ask more questions as you don't feel like sounding stupid in front of a large crowd;  
Learn at your own pace depending on your Excel level and not someone else's level;
- Have less distractions as you can watch the tutorials from any device and any place, including the comfort of you home;
- Practice what you learn straight away using the downloadable workbook or applying what you learn to your real life work files;



This Is A Limited Offer So Get Access To This Course & Bonuses Now Before It's Over

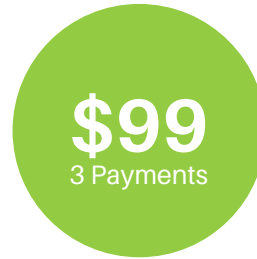
**\$297 ONE TIME PAYMENT**



- Lifetime Online Access + Course Updates**
- 20+ Chapters**
- 7+ Hours of Tutorials**
- 100+ Downloadable Videos**
- 100+ Downloadable Excel Workbooks**
- 12 Months Personal Support**
- Certificate of Completion**
- BONUSES Mentioned Above**
- 30 Day 100% Money Back Guarantee!**

**ENROLL NOW!**

**3 MONTHLY PAYMENTS OF \$99 EACH**



- Lifetime Online Access + Course Updates**
- 20+ Chapters**
- 7+ Hours of Tutorials**
- 100+ Downloadable Videos**
- 100+ Downloadable Excel Workbooks**
- 12 Months Personal Support**
- Certificate of Completion**
- BONUSES Mentioned Above**
- 30 Day 100% Money Back Guarantee!**

**ENROLL NOW!**

You are protected by our 30-day money back Guarantee!





# Frequently Asked Questions.

## Who should take this course?

- New users, beginners, intermediates and advanced Excel users. Anyone who wants to use Excel to create more than just “columns and rows.”
- Professionals working in the corporate world or government sectors who want to leverage Excel for increased productivity, accurate data management and more.
- People who want to change career and apply for a new job.
- People who work with large volumes of data and want to quickly sift through, analyze, and chart the data in a professional way.
- People who prepare reports that require constant updating with new data on a daily/weekly/monthly basis.
- Import data into Excel from an external source e.g. ERP System like Oracle, SAP, QuickBooks, PeopleSoft, company database, Access, Web etc...and need to quickly & accurately analyze that data and extract valuable information.

## What version of Excel do I need?

This course was recorded using Excel 2010 but all the concepts taught are compatible with:

- Excel for Windows: 2003\*, 2007\*, 2010, 2013, 2016
- Excel for Mac: 2011\*, 2016\*

\* Power Query (Get & Transform) is not available in these versions

## What am I going to get from this online course?

- Over 100 short downloadable video tutorials which amount to over 7 hours of Excel-specific training and accessible online for FOREVER! (Plus all of the items described above)
- You will be able to easily clean lots of data, automate and consolidate your reports and highlight business insights in a quick and interactive way, while getting noticed by top management and prospective employers. (Plus MUCH more...!!!)
- Increase your Excel skills dramatically, which will make you stand out from your peers and allow you to grab fresh new opportunities.

## What payment methods do you accept

- We accept all major credit cards like Visa, MasterCard, American Express, Discover etc as well as PayPal.
- The course fees are shown in USD.
- Get in contact with us if you want to pay via a bank transfer or check at [john@myexcelonline.com](mailto:john@myexcelonline.com)
- If you need a Tax Invoice for your records, then this can be emailed to you.
- We are happy to complete any paperwork your company or government may require.

## Can I purchase the course for a large number of staff?

Absolutely!

Please contact us to discuss our specialized options for multi-user discounted pricing at: [john@myexcelonline.com](mailto:john@myexcelonline.com). We can also provide the course to integrate into your company's own Learning Management System.





# Now, let's hear what some of my students have said about this course...



**John Thong**

Senior Operations Specialist



Thanks for offering The Ultimate Power Query & Data Cleansing Course, which is really enriching. With the knowledge, I was able to help other users to perform their daily routine tasks faster without having them to learn macros or remember the Excel functions. The follow-up live sessions are great as the solution to real work problems were resolved easily by Oz. The invaluable tips you offered will be put to good use.



**John**

Financial Accountant



This is an excellent course that is full of practical ideas. The instructors are very knowledgeable and are able to deliver their presentations in a confident and engaging manner. I would whole hearted recommend the course.

I have progressed this course and am amazed at the new techniques that I have learned. It is a fantastic learning experience



**Bryan**

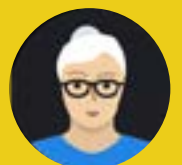
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I've been a fan of John's courses and his partnership with Oz turned out great! They make a great team and I'm excited to apply these Data Cleansing techniques to my everyday work. Each video covers 1 aspect of what you need to know so it's easy to grasp and easy to digest. Every single dollar is worth it for this comprehensive course

John and Oz are fantastic at what they do. I have learned heaps from them and look forward to exploring the rest of the course.

Love how they use real world examples. Feels like on the job training - what better



**Divisha**

Sales





**Mike Kardash**

Engineer



The course delivered what it promised and I was able to apply some of my learning immediately - the content was practical. I liked that the course offered me alternate ways of looking at my data with tools that made transforming it less of a challenge and more of a game that was both rewarding and fun. Combining data cleansing and transformation techniques with Power Query made so much sense.

I really appreciated the opportunity to interact with both John and Oz via the course discussion board and the fact that they responded so quickly and personally. I learned a lot even after the course from other student's questions on the course board and the response provided by John and Oz. Now I have another resource to help me deal with data.



**Gráinne Duggan**

Office Manager



Fabulous Course! My Excel Online's Ultimate Power Query & Data Cleansing Course is up there with the best excel training courses. John Michaloudis presents the content dealing with formulas fully and in detail. The ability to play the video at double time allows a faster pace for those that only need a review.

Oz du Soleil presents the Get and Transform/Power Query content in an entertaining manner while covering it in depth. I especially liked that he gave the logic behind his actions and a variety of examples. The sample files provided gave plenty of opportunity to practice each module. I saved many hours converting a Quickbooks report into a pivot table using Get and Transform using what I learned from John and Oz. It felt like a miracle.



**Mitchell Allen**

Self-Employed  
Solutions Provider



Before taking this course, I believed that I could solve any Excel challenge with VBA macros. Even when I had trouble with freelance gigs, I blamed the file size for slowing the macros down.

When I came across MyExcelOnline, I was pleased to find that Power Query was a solution to one of those gigs' slow performance.

This course was a real eye-opener! More importantly, the course showed me WHEN to use those tools and WHY.

John's no-nonsense presentation clearly explains concepts. Oz brings Power Query to life with excellent story-telling skills and a very polished presentation of worksheets, desktops and contextual diagrams.

John and Oz are polished instructors! Not only have they made the most of the technology used to deliver the course material, they made Excel itself into a seamless teaching tool.

The case studies are fun, insightful and actually relatable. I am looking forward to helping more people more efficiently than I ever could with VBA.

I now have the foundation for powerful data cleansing, thanks to John and Oz.



Look, if you are really serious about...

...Getting better at Excel and bringing an end to your data cleansing misery...

...Saving hours each day, days each week and weeks each year...

...Cleaning, automating & consolidating reports with the click of a button & without learning VBA...

...If you want to improve your professional development to achieve greater opportunities like promotions, a higher salary and knowledge that you can take to another job...

...All whilst impressing your boss and standing out from your colleagues and peers...

## THEN THIS COURSE IS FOR YOU!

Now it's your turn to go ahead and discover the incredible power of POWER QUERY and the various Data Cleansing Techniques!

To enroll, click the BUY NOW button below (risk-free for 30 days or your money back)...

...Because every hour you delay only delays your personal and professional progress...



This Is A Limited Offer So Get Access To This Course & Bonuses Now Before It's Over

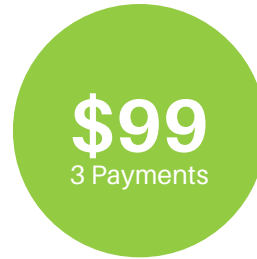
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**100+ Downloadable Excel Workbooks**  
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You are protected by our 30-day money back Guarantee!





# Course Curriculum

## INTRODUCTION

John's Welcome



Oz's Welcome



Course Introduction



Connect with John & Oz



## 1 - Customizing Your Pivot Table

DOWNLOADABLE EXCEL WORKBOOKS



TEXT - Intro



CLEAN - Intro



CONCATENATE - Intro



FIND - Intro



LEFT - Intro



RIGHT - Intro



PROPER - Intro



REPLACE - Intro



REPLACE - Phone Area Codes



REPLACE - Insert Hyphens in your Serial Number



REPLACE - Extract Last Name



REPLACE - Clear Everything Before the Hyphen



Replace - Insert New Code within Old Part Numbers



MID - Intro



MID - Extract Numbers Between Hyphens



MID - Extract Cell Contents into Separate Rows



SUBSTITUTE - Intro



SUBSTITUTE - Add Comma After The Surname



SUBSTITUTE - Remove Second Hyphen



SUBSTITUTE - Count Text Occurrences in a Cell



SUBSTITUTE - Report Name



TRIM - Intro



TIP - Convert Formulas to Values



TIP - Convert Text to Numbers



Text Function Quiz



## 2 ~ FORMULAS: LOOKUP

DOWNLOADABLE EXCEL WORKBOOKS

VLOOKUP FALSE - Intro

VLOOKUP TRUE - Explained

VLOOKUP TRUE - Categorizing Data

MATCH - Intro



## 3 ~ FORMULAS: CASE STUDY

DOWNLOADABLE EXCEL WORKBOOKS

IF - Change Negative Values Using the IF function

Comparing Lists

Filling Holes

Filling in City Holes

Filling Many Holes in Data

Formula Case Study Quiz



## 4 ~ DATA: DATA SHAPING & FLAT FILES

Data Cleansing v Data Shaping

Data Shaping and Flat Files

Data Shaping & Flat Files Quiz



## 5 ~ DATA: TEXT TO COLUMNS

DOWNLOADABLE EXCEL WORKBOOKS

One Click Dates

Regional Dates

Remove Emails

Split Full Names

Text to Columns Quiz



## 6 ~ DATA: GO TO SPECIAL

### DOWNLOADABLE EXCEL WORKBOOKS

Go To Blanks by Color

Delete Empty Rows

Go To Constants

Row Differences

Go to Special Quiz



## 7 ~ DATA: PASTE SPECIAL

### DOWNLOADABLE WORKBOOKS

Paste As Values

Paste Special - Transpose

Paste Special Quiz



## 8 ~ DATA: SORT & FILTER

### DOWNLOADABLE EXCEL WORKBOOKS

Custom Filter to Uncover Misspellings

CASE STUDY: Flagging a List of Names

CASE STUDY: Sorting and Filtering

Sort & Filter Quiz



## 9 ~ DATA: FIND & REPLACE

### DOWNLOADABLE EXCEL WORKBOOKS

Find & Replace

Filtering Bold Text

Filter and Go To Special - 1

Filter and Go To Special - 2

Find & Replace Quiz





## 10 ~ DATA: CONDITIONAL FORMATTING

### DOWNLOADABLE WORKBOOKS

- Conditional Formatting a Cell's Value
- Conditional Formatting to Find Blank Cells
- Conditional Formatting for Name Suffixes
- Conditional Formatting Quiz



## 11 ~ DATA: FLASH FILL

### DOWNLOADABLE WORKBOOKS

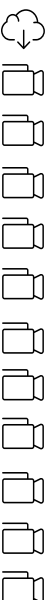
- Flash Fill Introduction
- Different Ways to Flash Fill
- Extract Names
- Combine Names
- Hyphen Between Numbers
- Move Text & Numbers
- Create Emails
- Excel Dates
- Fix Incorrect Formatting
- Extract Numbers From Text
- Reformat Sales Data
- Extract Hours & Minutes



## 12 ~ DATA: TIPS

### DOWNLOADABLE WORKBOOKS

- Remove Duplicates
- Special Number Formats
- Fill In Empty Cells
- Formatting - 1
- Formatting - 2
- Extracting a Unique List - Intro and Pivot Table
- Extracting a Unique List - Advanced Filter and COUNTIF
- Filling Holes with a Pivot Table Unique List a
- VLOOKUP
- Pivot Tables as Diagnostic Tool



## 13 ~ DATA: CASE STUDY

DOWNLOADABLE WORKBOOK



Cleaning the Member List - Intro



Data Case Study Quiz #1



Clean the Member List - Address Correction



Data Case Study Quiz #2



Clean the Member List - Cleaning the Names



Clean Member List - Separating First Names



Data Case Study Quiz #3



Clean the Member List - De-Dupe



Data Case Study Quiz #4



Clean the Member List - Separating the Names and Organizing the Final List



## 14 ~ DATA: EXCEL TABLES

DOWNLOADABLE WORKBOOK



Tables Introduction



Calculations and Nomenclature



Naming a Table and using VLOOKUP



Connecting a Pivot Table to a Table



The Design Tab



Excel Tables Quiz



## 15 ~ DATA: EXCEL DATA MODELS

DOWNLOADABLE WORKBOOKS



Data Models - Intro



Data Models - Create via Power Pivot



Data Models - Relationships Between Tables



Data Models - Adding a New Dataset



## 16 ~ POWER QUERY (GET & TRANSFORM) - INTRO

### DOWNLOADABLE WORKBOOKS

Power Query Overview

Installing Power Query in Excel 2010

Installing Power Query in Excel 2013

Power Query (Get & Transform) - Overview

Power Query (Get & Transform) - Query Editor

Ribbon

Power Query (Get & Transform) - Query Editor View

Tab

Trim

Format "text" Dates & Values: Excel v Power Query

Parse URLs: Excel v Power Query

Separating Text Fields

Group By



## 17 ~ POWER QUERY (GET & TRANSFORM) - CONNECTING TO A FOLDER

### DOWNLOADABLE WORKBOOKS

Connecting to a folder and auto-cleansing

Further Explanation of Power Query (Get and Transform)



## 18 ~ POWER QUERY (GET & TRANSFORM) - FROM EXCEL WORKBOOK

### DOWNLOADABLE WORKBOOKS

Extract Venues Based on 2 Criteria

Compiling Data From Multiple Worksheets



## 19 ~ POWER QUERY (GET & TRANSFORM) - MERGE

### DOWNLOADABLE WORKBOOKS

Extract Venues Based on 2 Criteria

Compiling Data From Multiple Worksheets



## 20 ~ POWER QUERY (GET & TRANSFORM) - JOINS

### DOWNLOADABLE WORKBOOKS

Intro to Joins

Set-up and Full Outer Join

The Rest of the Joins

Joins - Summary

Right Anti Join - Carpet Installation



## 21 ~ POWER QUERY (GET & TRANSFORM) - BONUS TRICKS!

### DOWNLOADABLE WORKBOOKS

Modulo - Unstack a Column of Data

Unpivot

Converting an ERP Report into an Excel Flat File



## BONUS VIDEOS: POWER QUERY & DATA CLEANSING 3-PART TRAINING SERIES

Power Query & Data Cleanings Training Series

[Part 1] Different Ways to Format Data Using Power Query

[Part 1] Workbooks

[Part 2] Clean and Extract Data Using Formulas and Excels Analytical Tools

[Part 2] Workbooks

[Part 3] Consolidate Workbooks and Worksheets Using Power Query

[Part 3] Workbooks

[Bonus Video 1] Unstack and Merge Data Using Power Query

[Bonus Video 1] Workbooks

[Bonus Video 2] Convert ERP Reports into a Pivot Table

[Bonus Video 2] Workbooks



## COURSE BONUS #1: LIVE Q&A WEBINAR RECORDINGS & ACCESS

Live Q&A Registration Link

Q&A Workbooks: 27th of July 2016

Q&A Recording: 27th of July 2016

Q&A Workbooks: 24th of August 2016

Q&A Recording: 24th of August 2016

Q&A Workbooks: 26th of October 2016

Q&A Recording: 26th of October 2016



## COURSE BONUS #2: 12 MONTH OF DEDICATED PRO-LEVEL EMAIL SUPPORT

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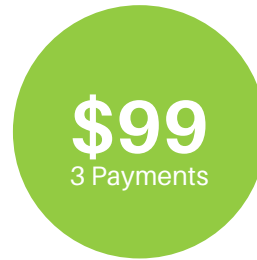
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