



ACHARYA INSTITUTE OF TECHNOLOGY

Acharya Dr. Sarvepalli Radhakrishnan Road, Soladevanahalli, Hesaraghatta Main Road, Bengaluru- 560107

Department of MBA

Certificate Course on "Advanced Excel"



Date: January 2023 to February 2023 | Time: 2 Hours/Day

(Based on the Class schedule – Weekly 2 days/ 2 hours/day)

Target Audience: MBA students Venue: Computer Labs

ABOUT THE PROGRAM:

Objectives of the Program:

- To equip students with various features and functions of MS Excel
- To equip students with necessary critical thinking skills using MS excel.
- To enhance the employability portfolio Expected Outcomes of the Program

Expected Outcome of the Program:

Student will be able to learn:

- Spreadsheet Design and Documentation
- Functions and formulas in M S Excel
- Creating the Dashboard
- Complete Excel Pivot Tables
- Creating automated Excel sheet.

ADVISORY COMMITTEE:

Dr. RAJATH HEGDE M M

Principal, AIT

Prof. C K MARIGOWDA

Vice-Principal, AIT

CONVENER:

Dr. JUIN CHOUDHURY

Head of the Department, Department of MBA, AIT

COORDINATOR:

PROF. MONICA M

Assistant Professor, Department of MBA, AIT, Phone-9740715297,

Resource Person

Dr. MANJUNATHA B

Associate Professor | Department of Mechanical Engineering.

Acharya Institute of Technology, Bengaluru



ACHARYA INSTITUTE OF TECHNOLOGY

Soladevanahalli, Bengaluru - 560107



REPORT ON CERTIFICATION COURSE

“Advanced Excel”

Organized by

Department of MBA

From January, 2023 to March, 2023

(AIT MBA CC 2022-23)

Advanced Excel for MBA Students: Program Report

This report summarizes the Advanced Excel for MBA Students program, designed to equip students with advanced spreadsheet skills to enhance their critical thinking, data analysis capabilities, and employability.

Program Objectives:

- Equip students with advanced features and functions of MS Excel.
- Develop critical thinking skills for utilizing MS Excel effectively.
- Enhance student resumes and marketability.

Program Outcomes:

- Spreadsheet Design and Documentation: Creating well-organized and documented spreadsheets for effective communication and collaboration.
- Functions and Formulas: Mastering various functions and formulas to automate complex calculations, financial modelling, and data analysis.
- Creating Dashboards: Developing interactive dashboards for data visualization and insightful decision-making.
- PivotTables: Leveraging PivotTables for data summarization, analysis, and trend identification.
- Automated Excel Sheets: Building automated spreadsheets that minimize manual work and improve efficiency.

Program Organizers

Advisory Committee:

- Dr. RAJATH HEGDE M M, Principal, AIT
- Prof. C K MARIGOWDA, Vice-Principal, AIT

Convener:

- Dr. JUIN CHOUDHURY, Head of the Department, Department of MBA, AIT
- Coordinator:
- PROF. MONICA M, Assistant Professor, Department of MBA, AIT, Phone-9740715297

Program Report

The Advanced Excel for MBA Students program successfully equipped participants with the necessary skills to navigate the advanced features and functions of MS Excel. The program fostered critical thinking by encouraging participants to approach data with a problem-solving mindset.

Key Program Highlights

Interactive Learning: The program incorporated a blend of lectures, hands-on exercises, and case studies to reinforce theoretical knowledge with practical application.

Industry-Relevant Skills: The curriculum focused on functions and techniques directly applicable to business analysis, finance, and other MBA-related fields.

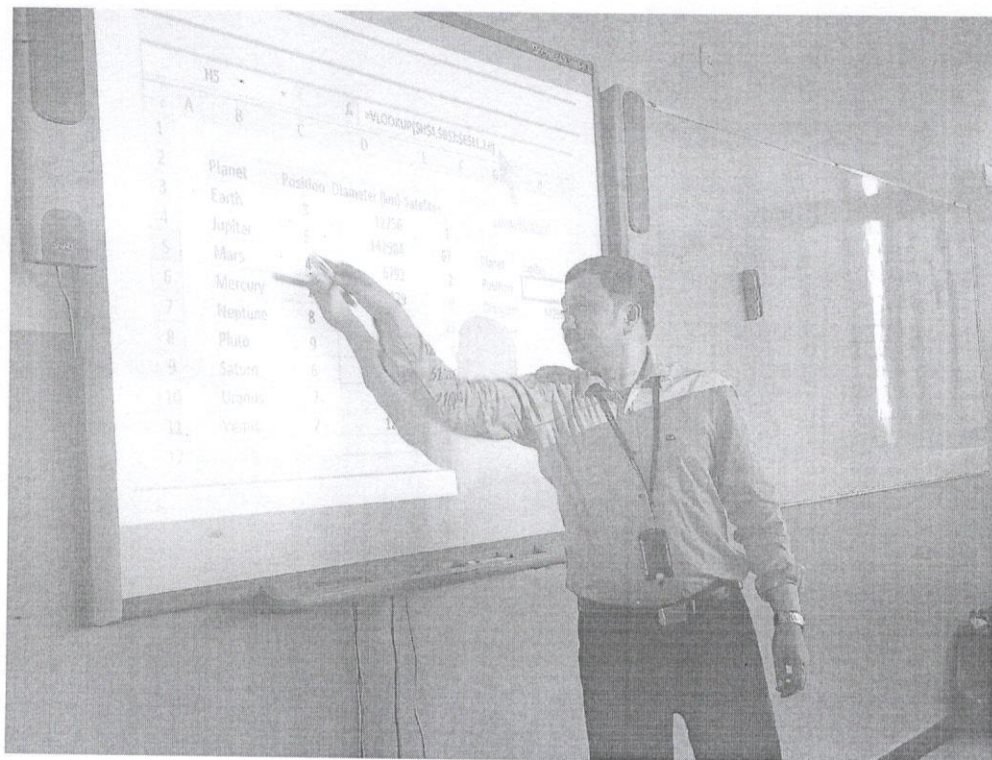
Faculty Expertise: The program was delivered by experienced instructors with strong backgrounds in both Academics and data analysis.

Outcomes and Assessment

Project-Based Learning: Students could be assigned real-world business case studies to apply learned skills and demonstrate competency.

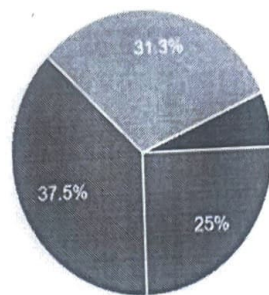
Conclusion

The Advanced Excel for MBA Students program provides a valuable skillset that complements the academic foundation of an MBA education. Equipping students with advanced Excel proficiency enhances their analytical capabilities, improves efficiency, and strengthens their resumes for a competitive job market.



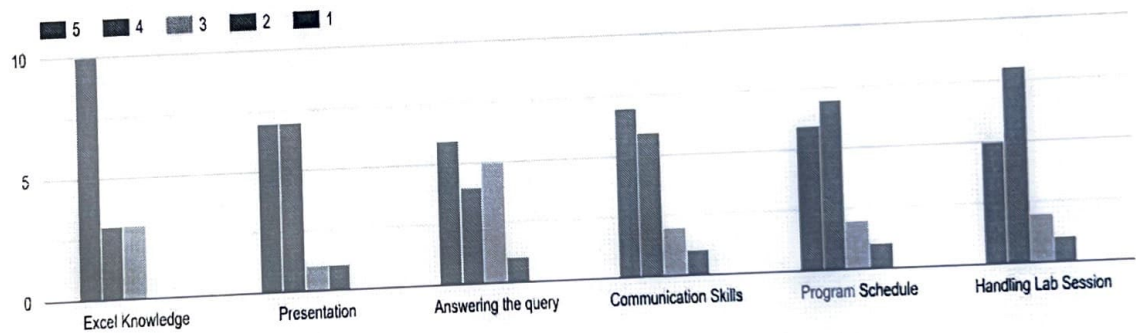
Feedback Form- Certification Course – Advance Excel

How did you find the Content of the Program

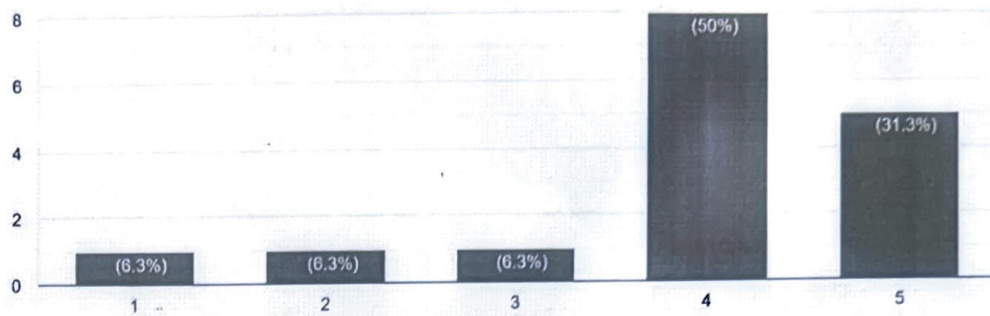


- Excellent
- Very Good
- Good
- Average
- Below Average

Please rate the Resource Person (1 being the least and 5 being the highest)



Overall rating (1 being the list, 5 being the highest)



Any Suggestions

No

no

Make practice clas5

No suggestions

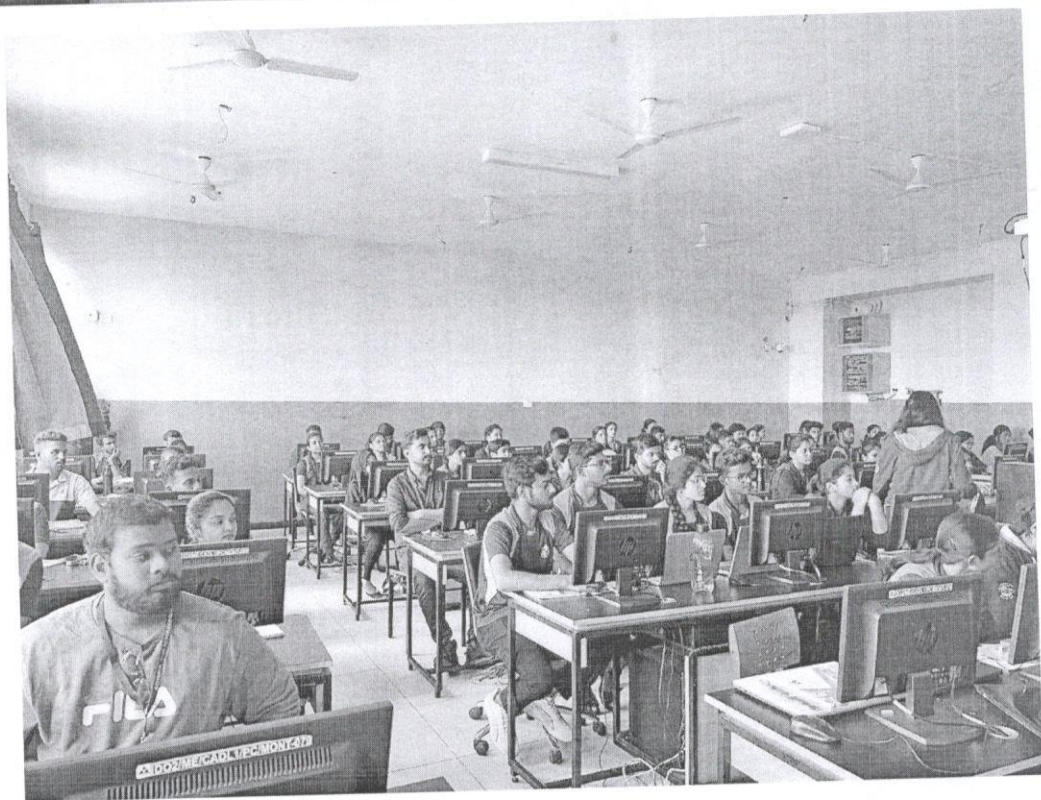
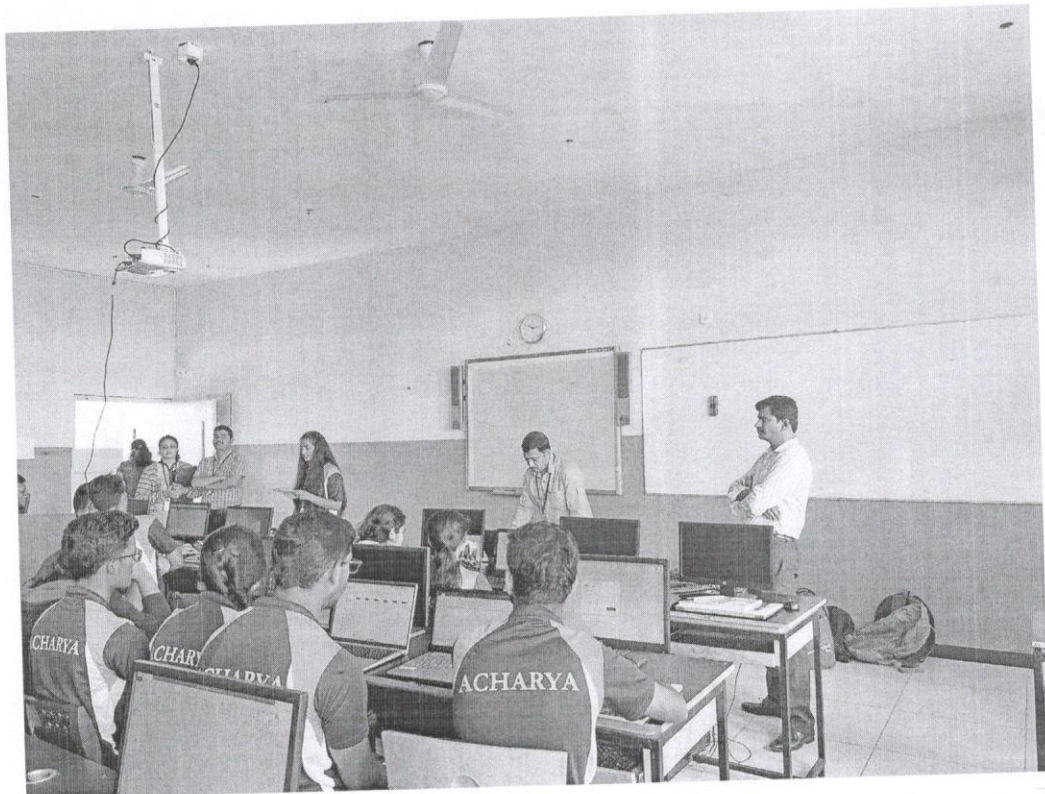
Everything was fine.

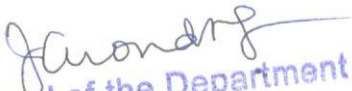
Continue more and more sessions like this

Nothing teaching is extremely good

More communication needed

FIRST NEED TO TELL THE BASICS OF EXCEL DIRECTLY TELLING ABOUT ADVANCE IS NOT GOOD




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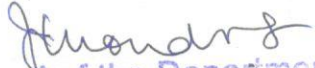


ACHARYA INSTITUTE OF TECHNOLOGY
DEPARTMENT OF MBA

CERTIFICATION COURSE - ADVANCED EXCEL (30 HOURS)

SL. NO.	AUID	USN	STUDENT NAME
1	AIT21AMBA001	1AY21BA105	RITU SHARMA
2	AIT21AMBA002	1AY21BA002	ABHINAV RATHORE
3	AIT21AMBA007	1AY21BA103	RIMA NARAYAN
4	AIT21AMBA008	1AY21BA160	JINCY S
5	AIT21AMBA009	1AY21BA154	ANUSHA V V
6	AIT21AMBA013	1AY21BA133	V SAI SWETA
7	AIT21AMBA014	1AY21BA071	MOHAMMED RIYAN M
8	AIT21AMBA017	1AY21BA142	VIVEK KUMAR
9	AIT21AMBA018	1AY21BA104	RISHU RAJ
10	AIT21AMBA021	1AY21BA008	AMAN RAJ
11	AIT21AMBA022	1AY21BA153	ANTONY DEON CABRAL
12	AIT21AMBA023	1AY21BA108	SALONI GUPTA
13	AIT21AMBA026	1AY21BA162	MANJOOR HASSAN PAKKIYAN
14	AIT21AMBA027	1AY21BA023	BIBIN BABU
15	AIT21AMBA028	1AY21BA004	Adithyan
16	AIT21AMBA032	1AY21BA143	VYSHAKH K P
17	AIT21AMBA037	1AY21BA157	BENJU DEBBARMA
18	AIT21AMBA039	1AY21BA116	SHIVAM KUMAR
19	AIT21AMBA050	1AY21BA031	Dayanand Pandey
20	AIT21AMBA060	1AY21BA138	VIJAYKUMAR BHUVANA KIRAN
21	AIT21AMBA061	1AY21BA168	SOURAV ASHOK P
22	AIT21AMBA062	1AY21BA050	Jayanth N
23	AIT21AMBA065	1AY21BA069	MARNI SAINATH
24	AIT21AMBA076	1AY21BA030	DARSHAN REDDY G
25	AIT21AMBA080	1AY21BA077	NANDISH S
26	AIT21AMBA081	1AY21BA107	SADIYA KOUSER
27	AIT21AMBA083	1AY21BA064	LOKESHWARA S
28	AIT21AMBA088	1AY21BA060	KIRAN V
29	AIT21AMBA089	1AY21BA119	SIMON FATHIMA A
30	AIT21AMBA092	1AY21BA134	VALI BHASHA
31	AIT21AMBA093	1AY21BA092	RAFIYA RAFIQUE CHANDAVAR
32	AIT21AMBA094	1AY21BA047	JAFAR SADIQ S
33	AIT21AMBA097	1AY21BA131	TWINKLE RAKSHITHA B
34	AIT21AMBA098	1AY21BA109	SANDESHA H Y
35	AIT21AMBA100	1AY21BA041	GUHARSHA R
36	AIT21AMBA115	1AY21BA102	REVATHI B J
37	AIT21AMBA116	1AY21BA139	VINAY KUMAR K
38	AIT21AMBA117	1AY21BA098	RAMYA K
39	AIT21AMBA121	1AY21BA089	PREETHI JOSHI
40	AIT21AMBA123	1AY21BA084	PAVAN KUMAR H T
41	AIT21AMBA126	1AY21BA093	RAJATHA ACHARYA

42	AIT21AMBA124	1AY21BA034	DHANRAJ M
43	AIT21AMBA125	1AY21BA006	AKHIL KUMAR D N
44	AIT21AMBA129	1AY21BA026	CHANDRU V
45	AIT21AMBA130	1AY21BA074	MUNIREDDY H
46	AIT21AMBA133	1AY21BA024	BINDU L
47	AIT21AMBA134	1AY21BA097	RAMYA H K
48	AIT21AMBA137	1AY21BA027	CHARANRAJ K
49	AIT21AMBA140	1AY21BA058	KEDAR GIRISH CHAVAN
50	AIT21AMBA141	1AY21BA132	V HARISH
51	AIT21AMBA146	1AY21BA086	POOJA BHIMRAO NAIK
52	AIT21AMBA145	1AY21BA049	JAMUNA S
53	AIT21AMBA147	1AY21BA068	MAHENDRA C B
54	AIT21AMBA152	1AY21BA085	PAVAN KUMAR N
55	AIT21AMBA155	1AY21BA095	RAKSHITH KUMAR B Y
56	AIT21AMBA161	1AY21BA149	YASHASWINI N A
57	AIT21AMBA162	1AY21BA106	SABHA N MULLA
58	AIT21AMBA165	1AY21BA127	SUNIL S R
59	AIT21AMBA167	1AY21BA059	KHUTEJA KHANUM
60	AIT21AMBA171	1AY21BA146	RADHA
61	AIT21AMBA177	1AY21BA005	AISHWARYA S ARAHUNASI
62	AIT21AMBA180	1AY21BA072	MONIKA H N
63	AIT21AMBA182	1AY21BA140	VINAY N REVANKAR
64	AIT21AMBA183	1AY21BA158	chaya Devi N.C
65	AIT21AMBA184	1AY21BA124	SRIPURAM SARATHCHANDRA REDDY
66	AIT21AMBA185	1AY21BA038	GANJI HEMANTH KUMAR


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SL. NO.	AUID	USN	STUDENT NAME
1	AIT21AMBA010	1AY21BA136	VIDYA KEERiyAT
2	AIT21AMBA011	1AY21BA021	BIBASINI MOHALIK
3	AIT21AMBA015	1AY21BA152	ANJANA KANNAN
4	AIT21AMBA024	1AY21BA012	APARNA S NAIR
5	AIT21AMBA031	1AY21BA156	ASHWIN BABU
6	AIT21AMBA036	1AY21BA013	AQIB JAVEID BHAT
7	AIT21AMBA041	1AY21BA115	SHILPA SUNIL
8	AIT21AMBA045	1AY21BA070	MATADAPALYA ANUSHREE
9	AIT21AMBA049	1AY21BA017	Balaraju Rajeswari
10	AIT21AMBA053	1AY21BA151	ANJALIKRISHNA V M
11	AIT21AMBA055	1AY21BA037	DONTIREDDY RIGVEDA
12	AIT21AMBA056	1AY21BA112	SANTHOSHA V
13	AIT21AMBA058	1AY21BA126	Sukanya K S
14	AIT21AMBA067	1AY21BA020	Bhuvanesha . B
15	AIT21AMBA069	1AY21BA090	PREETI MAHABLESHWAR GUNAGI
16	AIT21AMBA071	1AY21BA032	DEEKSHA P A
17	AIT21AMBA072	1AY21BA028	CHITHRA P
18	AIT21AMBA074	1AY21BA135	VASAVI K
19	AIT21AMBA075	1AY21BA114	SHASHIKUMAR V S
20	AIT21AMBA079	1AY21BA110	SANJAY V
21	AIT21AMBA078	1AY21BA094	RAKESH G S
22	AIT21AMBA077	1AY21BA117	SHREYAS S
23	AIT21AMBA082	1AY21BA052	KARTHIK HS
24	AIT21AMBA084	1AY21BA101	REVANTH H S
25	AIT21AMBA086	1AY21BA147	RAGHAVENDRA B R
26	AIT21AMBA085	1AY21BA010	ANJALI S K
27	AIT21AMBA090	1AY21BA155	ARUN K
28	AIT21AMBA091	1AY21BA054	KARUTURI SRAVANTHI CHOWDARY
29	AIT21AMBA095	1AY21BA081	NAVYASHREE T R
30	AIT21AMBA099	1AY21BA130	TEJAS V
31	AIT21AMBA101	1AY21BA011	ANOOP A
32	AIT21AMBA102	1AY21BA055	KAVYA B K
33	AIT21AMBA103	1AY21BA033	DEEKSHITHA S
34	AIT21AMBA104	1AY21BA061	KRUTHIKA R
35	AIT21AMBA105	1AY21BA076	NANDINI R
36	AIT21AMBA106	1AY21BA063	LEKHANA M
37	AIT21AMBA108	1AY21BA009	ANIL KUMAR K
38	AIT21AMBA109	1AY21BA080	NAVYASHREE B C
39	AIT21AMBA111	1AY21BA125	SUCHITHA C S
40	AIT21AMBA112	1AY21BA082	OBALESH
41	AIT21AMBA113	1AY21BA073	MOUNIKA V

42	AIT21AMBA114	1AY21BA015	BABUREDDY B
43	AIT21AMBA118	1AY21BA091	PRIYANKA M K
44	AIT21AMBA119	1AY21BA075	NAGESH
45	AIT21AMBA120	1AY21BA121	SNEHA C G
46	AIT21AMBA122	1AY21BA053	KARTIK S HARIHAR
47	AIT21AMBA127	1AY21BA045	HIMACHALA K
48	AIT21AMBA131	1AY21BA144	YASHASHWINI B S
49	AIT21AMBA135	1AY21BA057	KAVYA S R
50	AIT21AMBA139	1AY21BA128	SUSHMA R
51	AIT21AMBA143	1AY21BA035	DHANYASHREE N C
52	AIT21AMBA148	1AY21BA148	SNEHA PAI
53	AIT21AMBA150	1AY21BA048	JAFFAR SADIQ LA
54	AIT21AMBA151	1AY21BA129	SWETHA L
55	AIT21AMBA154	1AY21BA016	BALACHANDRA B T
56	AIT21AMBA160	1AY21BA065	MADHU G N
57	AIT21AMBA163	1AY21BA056	KAVYA S
58	AIT21AMBA164	1AY21BA043	HARISH GOWDA B K
59	AIT21AMBA166	1AY21BA014	ARCHANA G
60	AIT21AMBA168	1AY21BA029	DARSHAN R
61	AIT21AMBA170	1AY21BA113	SHANKAR S
62	AIT21AMBA172	1AY21BA137	VIDYA TALAWAR
63	AIT21AMBA173	1AY21BA120	SNEHA B DODDI
64	AIT21AMBA174	1AY21BA099	RAMYA SHETTI
65	AIT21AMBA176	1AY21BA100	RANI D S
66	AIT21AMBA179	1AY21BA046	INDRA S
67	AIT21AMBA181	1AY21BA040	GEETHA A B


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DEPARTMENT OF MBA

Certificate of Appreciation

This Certificate is presented to

Dr. Manjunatha B

Professor and HOD, Department of Mechanical Engineering, Acharya Institute of Technology, for sharing his valuable knowledge and hands-on experience in **30-hour Advanced Excel Certification Course** organized by the

Department of MBA, Acharya Institute of Technology for the academic year 2022-2023

Monica M
Convener

Dr. Rajath Hegde M M
Principal, AIT





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ACHARYA INSTITUTE OF TECHNOLOGY

Acharya Dr. Sarvepalli Radhakrishnan Road, Soldevanahalli, Bengaluru-560 107

DEPARTMENT OF MBA

Certificate of Participation

This Certificate is presented to

Mr./Ms. Aman Raj

USN 1AY21BA008 Student of Acharya Institute of Technology, Department of MBA, has successfully completed the 30-hour Advanced Excel Certification Course during academic year 2022-2023

Monica M
Convener

Dr. Juin Choudhury
HOD

Dr. Rajath Hegde M M
Principal, AIT

