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SADHU VASWANI MISSION'S
St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Reaccredited by NAAC- A Grade, cycle 3
[Arts, Commerce, Science, BSc (Computer Science), BBA, BBA(CA)]
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PU/PN/AC/015/(1962)

College Code:- 013

Circular No:G15/IQAC/2021-2022/139

Date:-07thFebruary 2022

CIRCULAR

The Department of Business Economics and Banking is organizing a Workshop on "Advanced Excel" on **21-26th February 2022** for the students of all streams from 03:30pm to 05:30pm. The students are requested to register for the same. Registration Link and other details will be shared on student groups.

MSWagh

Ms. Meenakshi Wagh
Coordinator



Jayah

Dr. Jaya Rajagopalan
Principal In Charge
Principal Incharge
St. Mira's College for Girls, Pune.

Department of Business Economics and Banking

Report

Workshop on – “Advanced Excel”

The Department of Business Economics and Banking organised a six-day workshop on “Advanced Excel” from 21-26th February, 2022 for students across all streams. It was conducted by Ms. Radhika Patel, CFP and Certified Excel Trainer, Infinite Financial Academy.

Day one commenced with a rationale of the Workshop and a brief introduction of the speaker.

The session covered introduction and importance of Excel along with its important functions like custom sort, copy, paste options, Countif, creating table and naming columns, Group, ungroup, subtotal function and Conditional Formatting.

Day two introduced participants to Filter function, Data validation, creating drop down list, Sort-Unique function, Creating Hyperlinks, identifying errors in excel.

Formulae like And, If, Or, Ifs, Nested If, Text functions, Date, Time, Flash Fill and some complex but effective tools like Advanced Filter, Macros, Charts and Graphs, Sparklines and Data Table were covered on day three.

Understanding and creation of a precise Pivot table, chart and relationship between different tables, Formulae like Hlookup, Vlookup, Xlookup, Index and Match function, were a part of day four.

Day five gave an opportunity to the participants to practise all the tools that they learnt in the first four days of the workshop.

The final day of the workshop covered aspects like linking external data in excel, Power Query tool, page setup tools, What if analysis and creation of Dashboard for presenting data in a more comprehensive manner.

The Workshop concluded with a vote of thanks to the speaker.



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Coordination

St. Mira's College for Girls, Pune

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Department of Business Economics and Banking

Workshop on "Advanced Excel" by CFP and Certified Excel Trainer, Radhika Patel

21-26th February 2022

Participants List

Sr. No.	Names of Participants	Sr. No.	Names of Participants
1	RuchitaKadam	12	Blancy Philip Fernandes
2	Hrutuja Kale	13	Sheba Biju
3	Swati Sapaliga	14	LavanyaShigula
4	PranjalPravinRaut	15	FizaHabibaliShaikh
5	TingreShivanjali	16	Priyanka Singh
6	AyushiDubey	17	SonamAngmo
7	SanayaIrani	18	TejalDalvi
8	ManishaRajpurohit	19	SnehaMotwani
9	SeemaMahapatra	20	Shamika Nair
10	RiyaBaretto	21	BhavishaKarnani
11	Lisa Jana		

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Name and Signature of the Coordinator

Dr. Meenakshi Wagh

Jaysh

Principal Incharge
St. Mira's College for Girls, Pune



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Conditional Formatting

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Conditional Formatting

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Geography	Product	Per unit pr Units	Amount								
Ram Mahesh	New Zealand 70% Dark Bites	14.24581	114 ₹	1,624.00							
Tom Parker	USA Chocho Coated Almonds	14.61002	459 ₹	6,706.00							
Husein Aggar	USA Almond Chocho	6.52381	147 ₹	959.00							
Carla Molina	Canada Drinking Chocho	33.44444	288 ₹	9,632.00							
Rocky Holland	UK white Chocho	5.072464	414 ₹	2,100.00							
Ram Mahesh	USA Peanut Butter Cubes	20.53009	432 ₹	8,869.00							
Rocky Holland	Australia Smooth Silky Salty	49.64815	54 ₹	2,681.00							
Tom Parker	Australia After Nines	23.86667	210 ₹	5,012.00							
Ches Bonnell	Australia 50% Dark Bites	17.08	75 ₹	1,281.00							
Amy Gomez	New Zealand 50% Dark Bites	415.9167	12 ₹	4,991.00							
Burr Faughny	UK white Chocho	3.863636	462 ₹	1,785.00							
Andrew Mark	New Zealand Eclairs	27.65972	144 ₹	3,983.00							
Husein Aggar	Australia Mint Chip Chocho	22.05	120 ₹	2,646.00							
Burr Faughny	India Milk Bars	4.866667	54 ₹	252.00							
Andrew Mark	USA white Chocho	10.52991	234 ₹	2,464.00							
Andrew Mark	USA Manuka Honey Chocho	32.0303	66 ₹	2,114.00							
Rocky Holland	New Zealand Smooth Silky Salty	88.42529	87 ₹	7,693.00							
Amy Gomez	New Zealand Single Chocho	46.0472	339 ₹	15,610.00							
Carla Molina	USA Nines	2.333333	144 ₹	336.00							
Burr Faughny	Australia 50% Dark Bites	58.29012	162 ₹	9,443.00							
Husein Aggar	Australia Fruit & Nut Bars	90.61111	90 ₹	8,155.00							
Tom Parker	Australia Fruit & Nut Bars	7.269231	234 ₹	1,701.00							
Olly Sorrel	Australia After Nines	15.6283	141 ₹	2,205.00							
Tom Parker	New Zealand 69% Dark & Pure	8.681373	204 ₹	1,771.00							
Carla Molina	Australia Raspberry Chocho	11.36559	234 ₹	2,334.00							
Carla Molina	USA Milk Bars	44.63636	44 ₹	10,311.00							
Andrew Mark	Australia Milk Bars	0.1125	141 ₹	20.00							
Olly Sorrel	Australia Orange Chocho	10.125	234 ₹	2,774.00							

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Participants

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Coordinator



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Excel Station 2 - Search (Alt+F)

File Home Insert Page Layout Formulas Data Review View Help Power Pivot

Font Number Styles Cells Editing

REC

Zoom

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A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
1	Name	Gender	Departme	Date Joined	Salary	And	OR	If	Nested If / Multiple Ifs						
2	Barr Faugh	Female	Procurement	06-Oct-19	₹ 75,000	FALSE	FALSE	Promotion of 5%	5% bonus	=if(E7>80000,"10%bonus",if(F7>50000,"5%bonus")					
3	Dennison	Male	Website	16-May-19	₹ 90,700	FALSE	TRUE	Promotion of 10	10% bonus	2. Promote - either - website, 80000+					
4	Gunar Coc	Male	Website	11-Jan-19	₹ 48,950	FALSE	TRUE	Promotion of 5%	2% bonus	3. salary>80000, promotion of 10%, 5% promotion					
5	Gigi Bohlin	Male	Sales	08-Sep-18	₹ 74,550	FALSE	FALSE	Promotion of 5%	5% bonus	80000+ 10%					
6	Curtice Ad	Male	Finance	05-Apr-19	₹ 59,810	FALSE	FALSE	Promotion of 5%	5% bonus	50000+ 5%					
7	Kaine Padl	Male	Website	20-Nov-18	₹ 1,07,700	FALSE	TRUE	Promotion of 10	10% bonus	30000+ 2%					
8	Ches Born	Male	Website	22-Jul-18	₹ 88,050	FALSE	TRUE	Promotion of 10	10% bonus						
9	Andria Kim	Male	Website	18-May-18	₹ 69,120	FALSE	TRUE	Promotion of 5%	5% bonus						
10	Brien Bois	Female	Website	12-Jun-19	₹ 58,100	FALSE	TRUE	Promotion of 5%	5% bonus						
11	Husein Auj	Female	Finance	12-Sep-18	₹ 67,910	FALSE	FALSE	Promotion of 5%	5% bonus						
12	Jan Morfo	Male	Finance	29-Sep-17	₹ 48,170	FALSE	FALSE	Promotion of 5%	2% bonus						
13	Dotty Stru	Female	Website	10-Jan-18	₹ 41,980	FALSE	TRUE	Promotion of 5%	2% bonus						
14	Marney O'	Female	Finance	01-Jul-18	₹ 65,920	FALSE	FALSE	Promotion of 5%	5% bonus						
15	Rafaelita E	Female	Sales	30-Aug-18	₹ 1,09,160	TRUE	TRUE	Promotion of 10	10% bonus						
16	Beverlei M	Female	Finance	20-Feb-18	₹ 75,970	FALSE	FALSE	Promotion of 5%	5% bonus						
17	Oby Sorrel	Female	Finance	02-Jun-19	₹ 28,000	FALSE	FALSE	Promotion of 5%	no bonus						
18															
19															
20															

Participants: 20

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Principal Incharge
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Activity: Workshop on 'Advanced Excel'

Name: Ms. Radhika Patel

Designation: Certified Excel Trainer

Place of Work: Infinite Financial Academy

Address: Office No. 10, Saidham Plaza, PK Road, Mulund-400080, Mumbai.

Email: infin@infinacademy.in

Contact Details: 9819198758

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