

Data Analysis for Financial Managers Using Microsoft Excel

Course Number: 5318

Length: 4 Days

Primary Delivery Method: Instructor-led live classroom

Alternative Delivery Methods: Instructor-led online (synchronous)

Course Description

Gain the skills and techniques to effectively use Microsoft Excel for data analysis and data-driven decision making. Through real-world exercises, you will learn how to use Excel to validate data and construct financial models to ultimately make the best possible decisions for your program or agency.

Intended Audience

This course is designed for federal financial management personnel including budget analysts, management analysts, or consultants who need to support managerial decision-making through the analysis of financial data.

Client-Provided Facility Requirements

- 1 computer per student with Internet and Microsoft Office 2010

Course Learning Objectives

- Perform basic statistical validity calculations
- Calculate cost, labor hour, and project schedule variances and forecast projects' final costs and completion times using Excel
- Use Excel's financial functions to calculate the amounts, rates, and time necessary to achieve financial goals or meet financial requirements
- Calculate the financial value of a project or proposal and select among alternatives using basic measures such as Net Benefit (NB), Present Value (PV), Net Present Value, and the Internal Rate of Return (IRR)
- Calculate break-even points and/or required volumes via graphical analysis, algebra, or Excel's Goal Seek tool to achieve financial goals
- Utilize Excel's Data Table tool to display the results of various financial scenarios with altering variables
- Utilize Excel's Solver tool to create optimal job and supply or supplier assignments, given known outputs and constraints
- Analyze and conduct model line and Monte Carlo simulations using a single server and an exponential distribution for service and arrival rates

Course Additional Features

- Producer Support
- Technical Support Team
- Post-Course Connection
- Dedicated In-House Accessibility/Section 508 Compliance
- Student Resource Guides

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All details about the Additional Features are available on this page. [Click here to Explore](#)

Course Schedule

DAY ONE	
MORNING	Lesson 1: Analytics and the Need for Valid Data
LUNCH	
AFTERNOON	Lesson 2: Variance Analysis

DAY TWO	
MORNING	Lesson 3: Financial Functions and Intentional Circular References
LUNCH	
AFTERNOON	Lesson 4: Evaluating the Financial Impact of Projects and the Selection of Alternatives

DAY THREE	
MORNING	Lesson 5: Cost-Volume Analysis and Goal Seek
LUNCH	
AFTERNOON	Lesson 6: Data Table

DAY FOUR	
MORNING	Lesson 7: Applying Excel's Solver Tool to Financial Problems
LUNCH	
AFTERNOON	Lesson 8: Queuing Theory and Waiting Line Models
	Course Exam

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Learning Methods

Lecture, group discussion, class exercises, and exam.

Note: Approximately 75% of class time involves using Microsoft® Excel.

Credits

National Association of State Boards of Accountancy (NASBA)

- Field of Study: Finance
- Level: Intermediate
- CPEs: 32

Professional Development Units (PDUs)

- Credits: 28

Continuous Learning Points (CLPs)

- Credits: 32

Third-Party Certification Relationship

This course applies toward the DoD FM Certification Program.

Management Concepts Certificate Program Relationship

This is an elective course in the following program(s):

- [FFMCP Accounting Master Track](#)
- [FFMCP Budgeting Master Track](#)
- [FFMCP Financial Management Master Track](#)
- [Program Management Certificate Program](#)

Prerequisites

Mandatory

- An intermediate working knowledge of Microsoft® Excel
- Work experience in budget or financial analysis

Suggested

- [Budget Estimating Using Microsoft Excel](#)

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Prework

There is no prework required for this course.

Requirements for Successful Completion

Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

The final exam must be completed with a grade of 70% or higher.

Follow-On Resources

- [Program and Budget Analysis Using Microsoft Excel](#)
- Any basic or intermediate level Internal Control course

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Ready to Enroll?



See the most recent course information and scheduled classes at this link:
<https://www.managementconcepts.com/course/id/5318>



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