Dashboard Modeling for HR Professionals

Human Resources
Orlando, Florida (USA)
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Dashboard Modeling for HR Professionals

Introduction

This training on Dashboard Modeling for HR Professionals will address features of Microsoft Excel to turn the data in a meaningful way.

To consolidate and analysis personnel talent, you will have an overall picture of your company personnel talent and know-how to plan with your spending next year. This training focuses on HR-related Dashboard and Report usage.

We live in a world that's drowning in data. Using this data effectively helps in gaining a competitive advantage. However, it's no longer sufficient to use a multiple-page spreadsheet to present findings about the data.

Training Course Objectives of Dashboard Modeling for HR Professionals

- Fundamental understanding of data visualization concepts, principles and best practices, and dashboard modeling;
- Basic analytical approach to mine the people data and gain valuable insights;
- Ability to turn plain and uninspiring information into smart, effective visualizations that powerfully convey ideas;
- Hands-on experience in building interactive dashboards e.g. Head Count, Training, Performance Indicators, Individual Records, and a lot more fun; and
- Advance techniques in MS Excel to automate certain tasks, ultimately, saving loads of time. allowing to go home early
- Import and model data in Excel
- Create interactive control for a dynamic Dashboard

Dashboard Modeling for HR Professionals Training Course Outlines

Day 1

Introduce Excel Dashboard and Report

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- What are Dashboards and Reports?
- Dashboard Design Principles at a Glance
- Tabular Report Techniques
- Table Design Best Practices
- Enhance Report with Custom Number and Conditional Formatting
- Use Symbols to enhance the report
- Build a dashboard with the Camera tool
- Introduce Sparkline
- Customize Sparkline

Day 2

The chart on the Dashboard

- Chart for Trending Techniques
- Top and Bottom Ranking and Emphasizing
- Relationship and Frequency Tracking Histograms
- Variance or Performance Chart
- Bullet Graphs
- Dynamic Labels and Text Formulas

Day 3

Data Model for Dashboard

- Build Data Model
- Data Model Best Practices
- Internal Data Model Overview
- Integrate External Data
- Power Query Overview

Day 4

PivotTable Driven and PowerView Dashboards

- PivotTable Driven Dashboards
- PowerView Dashboard
- Animate Data on Map

Day 5

Interactive Controls

- Introduce Form Controls
- Check Boxes for Toggling chart series on/off
- Option Buttons for showing views on the chart
- Buttons
- List Boxes for controlling multiple charts

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- Combo Box for Changing chart data

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