

# Excel for Business Reports and Dashboards Masterclass

Finance, Accounting, Budgeting  
Berlin (Germany)  
13 - 17 Apr 2026

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A close-up photograph of chess pieces on a checkered board. In the foreground, a large, ornate gold king piece stands prominently. To its left, a smaller silver pawn is visible. Further back, another silver pawn is positioned. The background features a series of concentric, light gray circles that create a sense of depth and focus on the king piece.

## Excel for Business Reports and Dashboards Masterclass

**Ref:** 321722\_144945 **Date:** 13 - 17 Apr 2026 **Location:** Berlin (Germany) **Fees:** 4200 **Euro**

### Course Description

This intensive 5-day course equips professionals with advanced Excel skills for creating powerful business reports and interactive dashboards. Participants will learn to leverage Excel's full potential for data analysis, visualization, and presentation. The course covers advanced formulas, pivot tables, charts, and dashboard design principles to transform raw data into actionable insights.

### Learning Objectives

- Master advanced Excel functions and formulas for complex data analysis
- Design visually appealing and interactive dashboards using Excel's built-in tools
- Develop efficient data management and cleaning techniques
- Create dynamic reports that update automatically with new data
- Learn best practices for data visualization and presentation in Excel
- Implement advanced charting techniques for effective data communication

### Course Modules

#### Day 1: Advanced Excel Functions and Data Analysis

- Complex formulas and nested functions
- Advanced lookup and reference functions
- Data validation and error checking
- Statistical analysis tools in Excel

#### Day 2: Data Management and Pivot Tables

- Efficient data organization and cleaning techniques
- Advanced pivot table features and calculations
- Power Query for data transformation
- Creating dynamic named ranges

#### Day 3: Advanced Charting and Visualization

- Custom chart types and combinations
- Dynamic and interactive chart elements
- Sparklines and data bars for compact visualizations
- Best practices in data visualization

A graphic of a chessboard with several chess pieces (pawns, knights, and a king) on it. The board is white and black, and the pieces are gold and silver. The text 'UK Training PARTNER' is overlaid on the right side of the board.

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## Day 4: Dashboard Design Principles

- Dashboard planning and layout strategies
- Creating interactive elements slicers, form controls
- Conditional formatting for visual impact
- Integrating external data sources

## Day 5: Building Complex Dashboards

- Constructing a comprehensive business dashboard
- Implementing dynamic updates and refreshable reports
- Advanced dashboard interactivity techniques
- Troubleshooting and optimizing dashboard performance

## Practical Wins for Participants

- Create a fully functional, interactive business dashboard
- Develop a suite of reusable Excel templates for various reporting needs
- Master time-saving techniques to automate repetitive data tasks
- Gain the ability to transform complex data into clear, actionable insights

A graphic illustration of a chessboard with a checkered pattern. Several chess pieces are visible: a gold king, a silver pawn, and a gold pawn. In the background, there are concentric circles radiating from a point, suggesting a signal or a strategic move.

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[training@blackbird-training.com](mailto:training@blackbird-training.com)



+44 7480 775526 / +44 7401 177335