

DATA ANALYTICS FOR INTERNAL AUDITORS

Advanced Excel for Internal Auditors (ADVEX)

Duration: 2 Days (4 x 3 Hour Sessions)

CPD: 12

LEVEL: 2,3,4

DATA ANALYTICS

Delegates must bring laptops



COURSE BENEFIT

The Chief Audit Executive and Senior Auditor can use Excel for a variety of testing, analysis and reporting purposes. This seminar focuses on the use of Excel to enhance the efficiency of the Chief Audit Executive and Senior Auditor in their reporting and analysing duties.



COURSE CONTENT

Session 1 – Morning session: 08:30 to 11:30

- Introduction and objectives
- Standardising Excel Settings
- Navigation, most used shortcut keys
- Formulas and fixed referencing
- Tables
- Conditional Formatting, Filtering and Sparklines

Session 2 – Afternoon session: 12:30 to 15:30

- Pivot Tables and Slicers
- Sub-totals
- Formula Auditing
- Data importing
- Macros

Session 3 – Morning session: 08:30 to 11:30

- Sampling with Excel
- Text Formulas and Exercises
- Date Formulas and Exercises
- Data Clean-up
- If-Statements and Nested If-statements

Please be advised of the event terms and conditions.

Delegates are also requested to review the content and the levels of the courses presented before booking, to ensure they are attending the right course.

Please click here for [general course information](#)

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