



“Power Excel and Advance Data Analysis”

Up to 8 Hours of Continuing Professional Education (CPEs)

Presented by:

Bill “Mr. Excel” Jelen

Overview/ Objective:

Morning Session: Power Excel Seminar

You use Excel 40 hours a week, but do you really know how to unleash the power of Excel? Learn cool secrets and tricks lurking on the Data menu. Learn the ins and outs of Pivot Tables (from the guy who wrote the book on pivot tables!). Create slick charts in a single button click. Add thousands of subtotals in seconds. Don't be tortured by bad data any longer. See new features such as Power Pivot and Excel for the iPad.

Participants in the session will receive a copy of Jelen's book, MrExcel LIVE - 54 Greatest Excel Tips of All Time, a book written to accompany the live seminar. Jelen loves new questions and will incorporate them in the seminar. Send your Excel questions in advance via e-mail or bring them to the seminar. Jelen promises, "If you use Excel 20 hours per week, you will save 50 hours each year by attending this seminar!"

Afternoon Session: Advanced Data Analysis

This class will go into more details about pivot tables. Learn how to take poorly formatted data and convert it to data suitable for pivot tables. Use VLOOKUP to match two lists. Understand new tools such as Power Query, the Data Model, Power Pivot, and Power Map. See how to post your Excel data to the web using Power BI. See how to use Pivot Tables for frequency distributions, true Top 10 reports, pareto analyses. Learn several ways to find duplicates or a unique list of values. Create stratifications, look for outliers, and pull random samples.

Note: The two sessions complement each other. Attendees can attend both sessions, only the morning, or only the afternoon without a problem. Book: Power Excel with MrExcel (2017 Edition) - 617 Excel Mysteries Solved.

Who Will Benefit?

Internal/external auditors, accountants, CPAs, office managers, accounting/finance/marketing/treasury departments, financial analysts, business owners, controllers, CFOs, secretaries, and anyone that uses Excel regularly.



- Includes:** Up to 8 Hours of CPE Credits (TSBPA Sponsor No. 009791)
No prerequisite required; includes breakfast and lunch (if attending both sessions). Breakfast included if only attending morning session. Lunch included if only attending afternoon session.
- When:** **Thursday, January 17, 2019**
Registration and Breakfast: 07:30 am
Program: 08:00 am – 05:00 pm
Lunch: 12:00 pm – 01:00 pm
- Where:** **Texas Tech University**
Additional details to be determined
- Cost:** IIA Members: \$100 for each session (\$200 for both sessions)
Non-members: \$120 for each session (\$240 for both sessions)
- Registration Deadline:** **Please register by Monday, January 7, 2019 –**
Contact Areli Carrillo, Chapter Secretary at elpasoiasecretary@gmail.com to register. You may also contact Daisy Almanza, Chapter Vice President at Daisy.Almanza@ttu.edu. Payments may be made at event by credit card, check or cash, or at time of registration using PayPal (PayPal links pending).

About the Presenter:

Bill Jelen is the host of MrExcel.com and the author of 54 books about Microsoft Excel including Excel Gurus Gone Wild, Pivot Table Data Crunching, and Excel 2016 In Depth. He has made over 80 guest appearances on TV's Call for Help with Leo Laporte and was voted guest of the year on the Computer America radio show. He writes the Excel column for Strategic Finance magazine. He has produced over 2100 episodes of his daily video podcast Learn Excel from MrExcel. Bill will entertain you while showing you the powerful tricks in Excel. Before founding MrExcel.com in 1998, Jelen spent twelve years "in the trenches", as a financial analyst for the accounting, finance, marketing, and operations departments of a publicly held company. Since then, his company automates Excel reports for hundreds of clients around the world. The website answers over 30,000 questions a year – for free – for readers all over the world. Jelen joins us from Merritt Island, Florida.

Meals and seats are reserved based on the number of RSVPs received by the deadline date. **No-shows and cancellations after the RSVP date will be billed.** If you are unable to attend, you may have someone else attend in your place to avoid being billed. If not prepaid, payment at the door is required – cash, checks, and credit cards are accepted. If paying by check, please make payable to "El Paso Area Chapter IIA". Invoices are available upon request.

**Please visit the Chapter Website at <https://chapters.theiia.org/el-paso/>
P.O. Box 5105, El Paso, Texas 79953**