



EXCEL ESSENTIALS FOR BANKERS: FROM BASICS TO ADVANCED 02-DAY PROGRAM

PROGRAM OVERVIEW

This intensive two-day program equips banking professionals with foundational to advanced Excel skills, focusing on data management, financial analysis, and reporting. The training will include practical exercises and banking specific scenarios to ensure participants can directly apply skills to their roles.

LEARNING OUTCOMES

By the end of this program, participants will be able to:

- 01 Master Excel fundamentals for data entry, formatting, and essential formulas.
- 02 Develop intermediate skills in data validation, PivotTables, and financial functions.
- 03 Gain advanced expertise in data analysis, automation, and dashboard creation for financial reporting.

LEARNING PEDAGOGIES

- **Hands-on Exercises** for real-world banking applications.
- **Case Studies** to simulate banking tasks.
- **Group Activities** for collaborative problem-solving.
- **Interactive Lectures** on key Excel tools.
- **Q&A Sessions** for personalized guidance.



02-DAY

STRUCTURED OUTLINE

DAY 01

ESSENTIALS TO INTERMEDIATE EXCEL SKILLS

MORNING SESSION

- **Introduction to Excel Basics:**
- **Data Entry and Formatting:**
- **Basic Functions:**

AFTERNOON SESSION

- **Advanced Formulas:**
- **Data Sorting, Filtering, and Validation:**
- **Introduction to PivotTables and Visualization:**

DAY 02

INTERMEDIATE TO ADVANCED EXCEL SKILLS

MORNING SESSION

- **Advanced PivotTables:**
- **Power Query Basics:**
- **Data Analysis Tools:**

AFTERNOON SESSION

- **Macros and VBA Introduction:**
- **Dashboard Creation:**
- **Case Study & Practice Session:**

PROGRAM FACULTY



Dr. Zeeshan Ahmed

25 years of experience in executive training

HIGHLY SOUGHT AFTER CORPORATE TRAINER IN PAKISTAN

- **Pro-Chancellor** at Al Ghazali University
- **Former Rector & Dean** at KSBL
- **Founding Dean** at Al Qadir University Project Trust
- **Founding Director** of the Undergraduate Program at LUMS Business School
- **Former Management Consultant** at Ferguson Associates
- **Expertise:** Communication Skills, Ethics, Corporate Finance, Team Building, Strategy Execution, Leadership, Digital Transformation, Design Thinking, among others
- **PhD** Finance from Mississippi State University, USA in addition to being CFA and CPA certified

PROVEN PROFESSIONAL WITH VERSATILE EXPERTISE



**FOR
INVESTMENT**



0317 177 4722



info.gelc@gutech.edu.pk

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