

Bombay Chartered Accountants' Society

TECHNOLOGY INITIATIVES COMMITTEE

Chairman – CA. Nitin Shingala

Convenors – CA. Kinjal Shah & CA. Shreyas Trivedi

Programme Co-ordinator: CA Namrata Shah

Hands on Workshop on Dashboard reporting with Advance Excel

A picture is worth a thousand words

Day, Date & Time	Friday, 2nd August 2019 3:00 p.m. to 7.00 p.m. (Registration: 2.30 p.m.-3.00 p.m.)
Venue	BCAS Hall, Jolly Bhavan No. 2, New Marine Lines, Churchgate, Mumbai 400020
Fees*	Members : Rs. 885/- per head (750/- + 135/- GST) Non Members : Rs. 1475/- per head (1250/- + 225/- GST)
Faculty	CA Nikunj Shah

*Fees include Contribution towards BCAS Foundation, Course Material and Snacks.

Businesses actually adopted the term “dashboard” from automobiles. In many ways, it is used the same. There are hundreds of moving parts in your business that impact your overall performance. A business dashboard summarizes these events with easy-to-understand, real-time data visuals. For cars, you can immediately see how fast you are traveling, how much fuel you have in your tank and more. It even provides a “Check Engine” symbol as a warning when there’s something wrong with the engine.

In much the same way, the function of a dashboard is to provide real-time results by aggregating and extracting value from all the data you collect, otherwise known as your key performance indicators (KPIs). It simplifies your data into more manageable chunks of visual information that allows you to see what you are doing right and where you need to improve. When utilized properly, dashboards can be used to help you make informed decisions that dramatically impact business performance – which in turn effects your bottom line.

In this half day workshop, the eminent faculty shall give participants an over view of the best practices in designing and developing a Business Dashboards in MS Excel. Participants shall also be given an opportunity to work on a realistic case-study in designing and implementing a Dashboard in Excel.

Important Note: All participants are encouraged to bring their laptops so that they can get a first-hand experience in building a business dashboard along with the faculty.

Who Should Attend?

- Professional involved in Decision Making
- Professionals involved in designing MIS, Dashboard reports, Other Data Analytics

Learning Objective

- What is a Dashboard?
- How are Dashboards different from reports / Charts

Key Takeaways

- Before Building the Dashboard: Research, Questions, & Things to Consider
- How to Make a Dashboard in Excel?
 - Setting up data source
 - Selecting Visuals
 - Conditional Formatting
 - Interactive Controls to make your dashboard awesome
- Dashboard Do's & Don'ts
- Dashboard FAQs

Date :

Enrolment Form

**Hands on Workshop on
Dashboard reporting with Advance Excel**

Name:

Company :

Address :

E-mail :

Mobile :

BCAS Membership. No. (If Applicable) :

GSTN:

Please provide your GST Provisional ID with a copy of certificate at the time of transaction. No amendment will be made in the Invoice or Receipt on a later date.

Tel. (O) :

Tel. (R/M) :

Cash/Draft/ Cheque no :

Drawn on : _____ Bank

Dated :

Amount Rs.

Date:

Signature of Participant

Note:

Payment Mode can be: Cheque / Demand Draft / Cash or Electronic Card (at BCAS office only).

Please mention your name and membership number (if applicable) on the reverse side of the cheque/ Demand Draft. Kindly note that the cash counter timings are from 10.30 a.m. to 5.30 p.m. on Monday to Saturday. The lunch time is 1.30 p.m. to 2 p.m. Participants are requested to co-operate in this regard.

The Cheque/ DD will be in the name of "**Bombay Chartered Accountants' Society**". Your participation will be confirmed only after the realization of payment at BCAS, for which a receipt will be provided for your reference.

Cancellation Policy: Kindly note that no refund will be given in case of cancellation for any reason and no substitute will be allowed, once the enrolment form is submitted.

**7, Jolly Bhavan No. 2, Ground Floor, New Marine Lines, Mumbai- 400020.
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