



BPM's Excel Formula Fundamentals Course was developed by experts with decades of aggregated spreadsheet modelling experience. Designed for spreadsheet modellers who are seeking to develop or refine their formula creation skills, the course offers a structured approach to formula creation and a detailed understanding of over 40 operators and functions that are most commonly utilised when developing spreadsheet models.

Suitable For:

- Beginner**
- Intermediate**
- Advanced**

The Excel Formula Fundamentals Course addresses the following areas:

- **What is a Formula** - including definition, the three simple rules of formula structure, the typical contents of a formula and constraints to be borne in mind;
- **Functions vs. Formulae** - how they differ, what functions typically contain and a summary review of the four key components of their structure;
- **What is an Operator** - including definition and a brief discussion of the four generic types of operator;
- **Order of Calculations** - why order is important, understanding the order and how to manually alter the sequence of calculations;
- **Choosing the Right Operators and Functions** - ever struggled to identify how to solve an Excel problem? Unsure which function or operator to use when? Limited knowledge of functions or operators? This area assists in selecting the right function / operator for common tasks in Excel;
- **The 14 most commonly used operators** - discussion and provision of training materials for the key operators, such as +, /, ^, <, %;
- **The 30 most commonly used functions** - explanation, commentary and warnings for functions such as SUM, IF AND and INDEX;
- **Abundance of practical examples** - from simple, walk-through illustrations to more challenging exercises that combine all of the key learning points of the course.

