



MICROSOFT EXCEL ADVANCED FOR FINANCIAL

Course ID : MSE-FINANCE



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Duration: 2 Days

(12 Hours) 09:00 AM – 04:00 PM



Price: Call (Inhouse training only)

* (excluding VAT 7%)

* Eligible for 200% tax deduction



Training Schedule

www.9experttraining.com

Category: Business, Data

This course is designed to provide in-depth training in using Microsoft Excel for financial analysis. It is tailored for participants with a background in accounting and finance, enabling them to work efficiently with financial formulas and models. The curriculum includes a variety of case studies, such as financial forecasting, budgeting aligned with projected income and expenses, project investment comparisons, and payback period analyses for different investment durations.

Objectives

1. Understand the capabilities and functions of Excel for financial applications.
2. Apply financial formulas in Excel.
3. Develop and use financial models.

Target Audience

1. Finance Managers
2. Financial Planners
3. Financial Analysts
4. Finance Officers

Prerequisites

1. Basic proficiency in using Windows operating systems and the internet.
2. A fundamental understanding of Microsoft Excel.

System Requirements

1. Windows 11 or Windows 10
2. Microsoft Access | Microsoft 365

TRAINING TOPICS

DAY 1 Morning Session 9:00 AM – 12:00 PM

1. Overview of Financial Modeling with Microsoft Excel

- Definition and key components of financial modeling, including variables, quantitative relationships, and logical structures.
- Using Microsoft Excel as a tool for financial simulations.
- Types of businesses that are suitable for financial modeling.
- Conditions necessary for developing effective financial models.

2. Best Practices in Financial Modeling

- Guidelines for building effective financial models.
- Common mistakes in financial modeling and the impact of human error on data accuracy.
- Assigning responsibility for error detection and correction.
- Creating an environment that supports best practices.
- Case study: Addressing financial models with missing or inaccurate data.

3. Essential Functions for Financial Modeling

- Frequently used functions: SUMIFS, COUNTIFS, AVERAGEIFS
- Logical and error-handling functions: IF, IFERROR

DAY 1 Afternoon Session 1:00 PM – 4:00 PM

- Lookup and Reference Functions:
 - VLOOKUP
 - INDEX and MATCH
 - OFFSET and CHOOSE

DAY 2 Morning Session 9:00 AM – 12:00 PM

- Date and Time Functions: TODAY, NOW, NETWORKDAYS.INTL, DATEDIF, WORKDAY, EOMONTH, DAYS360, DATE
- Mathematical Functions: MOD, PRODUCT, SUM
- Logical Functions: AND, OR, ISERROR
- Array Functions: SUMPRODUCT



5. Case Studies in Financial Modeling with Excel

- Calculating project cash inflows.
- Calculating the present value of cash flows over time.
- Applying the discount rate as the required rate of return for investors.
- Treating monthly income as project cash inflow (distinct from profit).
- Comparing Net Present Value (NPV) to evaluate present versus future money values.

5. Financial Functions

- Net Present Value (NPV)
- Internal Rate of Return (IRR)
- Future Value (FV)

6. Planning Your Financial Model

- The financial modeling life cycle.
- Planning and structuring financial models
- Evaluating the realism and validity of assumptions.

7. Creating Forecast Charts and Using Forecast and Trend Functions Security Settings

- Hiding formulas and protecting cells from modification.
- Setting passwords to protect Excel files.



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