



# PRIMAX FOUNDATION

(Registered Under Karnataka Societies Registration Act 1960)  
Reg. No.JNR-S211-2015-16, MSME Reg. No.: UDYAM-KR-03-0144791  
CSR Reg. No.: CSR00038642, NITI AAYOG Reg.No. :KA/2022/0318909  
Bengaluru, Karnataka, India



in Association with



## SRI SIDDHARTHA INSTITUTE OF BUSINESS MANAGEMENT

Sri Siddhartha Education Society (regd.) Estd.: 1959  
Affiliated to Tumkur University, Recognized by Govt. of Karnataka  
Approved by AICTE, New Delhi  
SSIT Campus, Chanakya Block, Maralur, Tumkur, Karnataka, India

And



## BMS COLLEGE OF COMMERCE AND MANAGEMENT

(Affiliated to Bengaluru City University, Recognized by Govt. of Karnataka)  
V.V. Puram, Bangalore, Karnataka, India.

Organizes

### 15 DAY VIRTUAL TRAINING PROGRAM ON

### “ADVANCED EXCEL AND POWER BI FOR BUSINESS DATA ANALYTICS”

**15-12-2025 to 29-12-2025**

**7.00 PM to 9.00 PM**

For Registration



**CLICK HERE**

**Registration Fee**

**Rs. 2,500/-**

#### About Primax Foundation, Bengaluru, Karnataka

Primax Foundation (Reg. No JNR-211-2015-16), Established in 2015 is a registered non-profit organization located in Bengaluru, Karnataka, India. Being committed to social development, it offers high-quality educational and professional development opportunities through workshops, conferences, seminars, and training programs. These programs encompass journal publications, faculty development, management development, educational and skill development initiatives, and research activities. As an emerging training and development center, Primax Foundation provides both on campus and off campus programs to empowering students, research scholars, and faculty members with the knowledge and skills needed for academic and professional success.

### About Sri Siddhartha Institute of Business Management, Tumakuru, Karnataka

Sri Siddhartha Education Society was established by late Dr H M Gangadhariah - a strong Gandhian and Buddhist, in the year of 1959 with the warm blessings of the father of Bhodan Movement - Acharya Vinobha Bhave with the objective of "providing education to the student community coming from rural areas, backward classes and women folk". Today SSES is considered as one among Karnataka premier education establishments. It has 84 educational establishments spread across the southern part of Karnataka. Society includes Medical College, Dental College, Engineering College, College of Education, First Grade College, D.Ed college, Nursing College, Junior colleges, Industrial Training Institutions, Sanskrit Schools, Pali Schools number of High Schools and Residential Hostels in several districts of Old Mysore State. These educational institutions promote excellent training from primary to professional Post Graduate courses and also help to promote the ancient heritage of India.

### About BMS College of Commerce and Management, Bengaluru, Karnataka

B.M.S. College of Commerce & Management (BMSCCM) is a prestigious educational institution in Bengaluru India, operating under the aegis of BMS Educational Trust. The College is affiliated to Bengaluru City University since 2018. The college offers undergraduate programs in Commerce, Management, and Computer Applications. Additionally, the college offers Executive Management Program for working professionals on weekends. The curriculum of the College has been curated to impact every aspect of the students' living and learning. The college curriculum encompasses curricular, co-curricular, and extracurricular activities by awarding learning credits to all activities without discriminating. Our belief in adaptive learning provides students with the opportunity to learn at their own respective pace. We believe it's important to learn, reflect and imbibe through practice. Hence, our practice courses provide ample opportunity for our students to apply their learnings in diverse contexts be it social, individualistic, or corporate.

### About Training Program

Advanced Excel and Power BI are powerful tools used for business data analytics, visualization, and decision-making. Excel offers robust capabilities for data organization, analysis, and reporting, while Power BI allows professionals to create interactive dashboards, visual analytics, and data-driven insights. This training program provides a hands-on, practical approach to mastering these tools for business and academic applications.

### Objectives of the Training Program

1. To enable participants to analyze business data efficiently using advanced Excel functions and Power BI.
2. To develop skills in creating interactive dashboards, charts, and visual reports.
3. To provide practical exposure to data cleaning, transformation, and visualization techniques.
4. To enhance decision-making capabilities through insights derived from business data.
5. To bridge the gap between theoretical knowledge and real-world business analytics applications.

### Training Program Takeaways:

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

1. Use advanced Excel formulas, pivot tables, and macros for business data analysis.
2. Create dynamic dashboards and visualizations in Power BI.
3. Perform data cleaning, transformation, and integration from multiple sources.
4. Analyze business performance metrics in HR, Marketing, Finance, and Sales using Excel and Power BI.
5. Present insights and reports that support strategic business decision-making

### Who can Participate?

- Administrators, Corporate employees & Faculty members
- Research Scholars, UG & PG Students (Any Domain)



### Key Information

- **Duration:** 15 days (15-12-2025 to 29-12-2025)
- **Timings:** 7.00 PM to 9.00 PM
- **Registration fees:** For Indian Participant Rs.2,500/- and for Foreign Participant 60 Dollars
- **Limited to 100 seats only**
- All participants will receive 'Softcopy of Certificate of Participation' after successful completion of the Training Program
- **Registration fee can be done through Googlepay/ Phonepe / Paytm (OR) QR Code Scan**
- Trial version Software will be provided to the registered participants

## Resource Person

### Mr. Kumaravelan M Kaadai

MS-Office Certified | HR & OD Professional | Learning Consultant



Kumaravelan M Kaadai, a seasoned People & Process Consultant with over 25 years of experience dedicated to empowering individuals and organisations through impactful learning interventions. Areas of expertise in encompassing Standard Operating Procedures (SOP), Key Responsibility Areas (KRA) & Business Key Performance Indicators (KPIs) and delivering tailored Business Data Analytics & Visualization tools, such as MS Excel & Power BI, Retail Store Operations & HR Skills. Enriched by a diverse

professional background, MKKaadai has served as a Learning Effectiveness Partner at Aditya Birla Centre for Retail Excellence, a Manager HR- Talent Transformation at Reliance Retail Ltd, and a Human Resource Zonal Head at Aditya Birla Retail Ltd. MKKaadai has a strong educational background, including a Master of Business Administration, Master of Human Resource Management, MSc. in Applied Psychology, MSc. in Information Technology.

## Day-wise Detailed Syllabus

### DAY 1

#### Introduction to Business Data Analytics & Tools

- Overview of Business Data Analytics
- Importance of data-driven decision making
- Introduction to Excel and Power BI interfaces
- Understanding data types and structure

### DAY 2

#### Excel Basics & Data Handling

- Recap of basic Excel functions: SUM, AVERAGE, COUNT, IF
- Cell referencing (Absolute, Relative, Mixed)
- Conditional formatting techniques
- Sorting and filtering data

### DAY 3

#### Advanced Excel Functions

- Lookup functions: VLOOKUP, HLOOKUP, INDEX & MATCH
- Text functions: LEFT, RIGHT, MID, CONCATENATE, TRIM
- Logical functions: AND, OR, IFERROR
- Date & Time functions

### DAY 4

#### Data Cleaning & Validation

- Removing duplicates and blanks
- Text to Columns, Flash Fill
- Data validation for input control
- Preparing data for analysis

### DAY 5

#### Pivot Tables & Pivot Charts

- Creating pivot tables and pivot charts
- Sorting, filtering, and grouping in pivot tables
- Summarizing large datasets
- Formatting pivot tables

### DAY 6

#### Advanced Pivot Table Techniques

- Calculated fields and items
- Using Slicers and Timelines
- Combining multiple pivot tables
- Advanced reporting techniques

### DAY 7

#### Introduction to Power BI

- Power BI Desktop overview
- Importing data from Excel, CSV, and other sources
- Power BI interface and workspace navigation
- Creating basic visualizations

### DAY 8

#### Data Modeling in Power BI

- Creating relationships between tables
- Data modeling best practices
- Using calculated columns and tables
- Introduction to DAX (Data Analysis Expressions)

### DAY 9

#### Power BI Visualizations

- Creating bar, column, line, pie, and donut charts
- Using tables and matrix visualizations
- Formatting and customizing visuals
- Using conditional formatting in visuals

### DAY 10

#### Interactive Dashboards in Power BI

- Using Slicers and filters
- Drill-through and hierarchy-based reports
- Tooltips and bookmarks
- Designing dashboards for business insights

## DAY 11 Power Query for Data Transformation

- Importing and cleaning data in Power Query
- Merging and appending datasets
- Pivoting and unpivoting data
- Automating data refresh in Power BI

## DAY 12 Advanced Analytics in Power BI

- Writing DAX measures for analysis
- KPIs (Key Performance Indicators) and trend analysis
- Time intelligence functions (YTD, QTD, MTD)
- Scenario-based analytics exercises
- AI tool for Business analytics.

## DAY 13 Case Study Analysis

- Hands-on project: Sales, Marketing, or Finance dataset
- Applying Excel and Power BI techniques learned
- Data visualization and dashboard creation
- Interpreting insights for business decision-making

## DAY 14 Project Work

- Designing an interactive dashboard from scratch
- Combining Excel and Power BI analyses
- Preparing a presentation of findings
- Instructor guidance and troubleshooting

## DAY 15 Project Presentation & Certification

- Presentation of group/individual projects
- Feedback session from instructors
- Q&A and discussion on applications
- Distribution of completion certificates

### Chief Patrons

#### Dr. G. Parameshwara

Hon Chancellor, SAHE &  
Secretary SSES  
Tumkur, Karnataka

#### Dr. B.S. Ragini Narayan

Chairperson, Donor Trustee and  
Member Secretary, BMSET  
Bengaluru, Karnataka

#### Prof. T. Rajeswari

President-Primax Foundation  
Bengaluru, Karnataka

#### Dr. V. Selvaraj

Secretary  
Primax Foundation  
Bengaluru, Karnataka

#### Dr. P. Dayananda Pai

Life Trustee, BMSET  
Bengaluru, Karnataka

#### Sri Aviram Sharma

Trustee-BMS Educational Trust  
Chairman, BMSCCM  
Bengaluru, Karnataka

### Patrons

#### Dr. Mamatha G

Principal, SSIBM  
SSIT Campus, Maralur  
Tumkur, Karnataka

#### Dr. Pankaj Choudhary

Principal, BMSCCM  
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### Organizing Secretaries

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*Happiness comes from Giving Happiness ...*