## **Data Management and Visualization**

## **MS Access and VBA**

- Database Concept.
- Tables
- Data Normalization and Relationships
- Queries
- Operators and Expressions in Access
- Access Forms
- Access Reports
- Macros
- VBA Code Basics.
- Events and Modules.
- Objects and Collections.
- Looping.
- VBA Data Types.
- Procedures and Events
- External Data, import and Export options.
- Charts and Charts animation.

## SQL

- SQL Basics.
- Creating Complex Queries.
- Filtering your data.
- Data Sets.
- INNER Joins.
- OUTER Joins.
- UNIONs.
- Sub Queries.
- Summarizing and Grouping Data in SQL.
- Updating, Inserting and Deleting Sets of Data

## **Power BI**

- Overview of Power BI Desktop and Power BI Services.
- Connecting to Data.
- Transforming Data to build reports and visuals.
- Quick Measures in Power BI Desktop.
- Create Calculated Measures.
- Hierarchies.
- Date and Data Slicers.
- Map Visualization.
- Power BI Visuals.
- Visual Interactions.
- Power BI Reports Position, Align and Sort Visuals.
- Power BI Services.
- Dashboards in Power BI Services.
- Get Insights.
- Power BI Q & A natural language queries.
- Export to PowerPoint.