



## Webinar Events *live & interactive*



# Excel: Introduction to Connecting and Preparing Data using Power Query



**Level:** Advanced

**Presented by:** Serena McCusker

**Delivered as:** A live and Interactive 90 minute webinar

Power Query is a great tool for preparing your data and is especially useful for repetitive tasks. This introduction will show you how to quickly clean data.

### You will learn:

- Removing Blank Rows and Filling in Gaps
- Converting Data Types - Especially Useful for Dealing with Data Issues
- Splitting and Merging Columns
- Find & Replace Text
- Unpivoting Data
- Summarising Data

### What next?...

- Excel: Introduction to Macros

For more information or to book please call **020 7256 6668** or email [enquiries@gbclearning.co.uk](mailto:enquiries@gbclearning.co.uk)