



Microsoft Excel to Enhance Analytical Support Training

Aim

The aim of this course is to identify the potential uses of Microsoft Excel within an operational environment and leave the attendees with the skills to exploit its capabilities.

Learning Objectives

On completion of the course, attendees will be able to:

- Recognise and use basic functionality within Microsoft Excel.
- Use a variety of formulae and functions in order to format, organise, and manipulate certain datasets including operational.
- Use Microsoft Excel as an analytical tool in order to assist in operational decision making.
- Use Microsoft Excel as an aid to present complex datasets in a clear and concise manner using the reporting capabilities.

Duration

2 days

Target Audience

This course is aimed at law enforcement Analysts but will be of equal benefit to Researchers, Investigators or Analysts in other fields.

Certification

All of our courses have been accredited under the Continuous Professional Development (CPD) Standards. CPD is the holistic commitment of professionals towards the enhancement of personal skills and proficiency throughout their careers.

Engaging in Continuing Professional Development ensures that both academic and practical qualifications do not become out-dated or obsolete; allowing individuals to continually 'up skill' and remain at the forefront of technology to ensure efficient and effective policing.



Member Number 11174

For more information on Chorus and the different services that we offer, please contact us or visit our website.

chorusintel.com | training@chorusintel.com | 020 3597 7350