# MS EXCEL – BEGINNER TO ADVANCED

**Duration:** 6 Month | **Certificate** | **Eligibility:** No prior experience in Excel is required. Basic computer ski

## OVERVIEW OF THE COURSE

Welcome to the MS Excel - Beginner to Advanced course! This comprehensive program is designed to take you from the basics of Excel to advanced functionalities, ensuring you become proficient in one of the most essential tools in today's workplace. Learn to create, format, and manage spreadsheets effectively. Understand advanced...

- Understand the Excel interface and basic functions.
- Create and format spreadsheets for professional use.
- Utilize advanced formulas and functions for complex calculations.
- Implement data visualization techniques to present data effectively.
- Analyze data using pivot tables and advanced data tools.



| 6 Month | 1 | 4 | Pro |
|---|---|---|---|
| DURATION | SUBJECTS | PROJECTS | TOOLS |

JOIN NOW → | WhatsApp us

WE ARE AVAILABLE AT
**600+ LOCATIONS**

NOT SURE WHICH COURSE IS RIGHT FOR YOU?
**Choose the Best Course for You - Try our AI-Powered Career Counselling for FREE**

Start free →

YOUR NEAREST ISDM NxT CENTRE
**MARGDARSHAN INSTITUTE OF COMPUTER EDUCATION**
RAMRAJYA MORE, NEAR RICHA GAS AGENCY, STATION ROAD SIWAN, Bihar - 841226
Call / WhatsApp: **9523519111** · MICECOMPUTER68@GMAIL.COM

Scan to enquire

COURSE CURRICULUM

# What you will learn

01 Subjects → | 02 Projects

## 01 Subjects & modules

1 subjects

**01** Microsoft Excel

## 02 Projects & assignments

Hands-on work for your portfolio

**P1** Create a personal budget spreadsheet using formulas and functions.

**P2** Develop a sales report dashboard with charts and pivot tables.

**P3** Automate data entry tasks using Excel Macros.

**P4** Analyze a dataset and present findings in a comprehensive report.

CAREER OPPORTUNITIES

# Where this course can take you

- Data Analyst
- Financial Analyst
- Administrative Assistant
- Business Intelligence Analyst
- Excel Trainer

## Certification

The ISDM NxT Certificate is awarded after you successfully complete the course and its final assessment.

Practical project | Final online test | Verifiable certificate

WHY START NOW

# Your future is built by the skills you learn today.

Companies hire people who can do the work. Every month you practise adds a project to your portfolio - the best time to start is now.

| 18+ | 600+ | 2,708+ | 390+ |
|---|---|---|---|
| Years of training experience | Centres across India | Job offers to our students | Hiring companies |

## UNIQUE FEATURES AT ISDM NxT

- ✓ Free pre-counselling to choose the right course
- ✓ Study material, attendance, assignments, exams and results online from day one
- ✓ 24x7 AI trainer (ChatNxT) for your doubts
- ✓ Experienced, rated trainers and daily class feedback
- ✓ Practical lab sessions and live projects
- ✓ Monthly online mentorship sessions
- ✓ Resume, mock interviews and job offers in your student dashboard
- ✓ Freelancing and start-up guidance

● LIVE PLACEMENT DATA

## Latest job offers to ISDM NxT students

Updated 20 Nov 2026



**Gaurav M.**
India
**Java Software Development Engineer**
Health Catalyst



**Geeta K.**
New Delhi
**tellecaller for digital marketing**
balajimarketingexperts



**Anand S.**
Muvattupuzha
**Hiring Junior Account Executive J...**
CorpZop



**Adarsh S.**
Ghugus
**TGT Computer Science**
Adani Foundation



**Priyanka Y.**
Mumbai
**Data Entry Operator (Full-time) -...**
CorpZop



**Rajan S.**
Ahilyanagar
**Computer Trainer**
Enlearning skill development Ltd

Job offers shared with our students through the ISDM NxT job network. See all at isdmnext.in/latest-placement

LIMITED SEATS · VALID TILL 30 NOV 2026

## FREE Ambassador Affiliate Programme

Complete your admission within **10 days** and join the ISDM NxT Ambassador Affiliate Programme free of cost: refer friends, earn referral rewards as per the programme and get featured on the ambassador leaderboard.

CLAIM NOW

TAKE THE FIRST STEP

# Book your FREE counselling session today

Meet our counsellor, see the lab, get your doubts answered and know the current fees and offers for your centre.

YOUR ISDM NxT CENTRE

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Scan for course details & enquiry

NOT SURE WHICH COURSE IS RIGHT FOR YOU?

### Choose the Best Course for You

Try our AI-Powered Career Counselling for FREE - answer a few questions and get the courses that fit your interests, skills and career goal.

Try it FREE → isdmnext.in/course-for-you

**01 Counselling**
Free guidance to pick the right course

**02 Training**
Practical classes, labs and projects

**03 Mentoring**
Experts, AI trainer and feedback

**04 Placement support**
Resume, interviews and job offers

### What you get with this course

- Study material and online access from day one
- Practical lab sessions and live projects
- 24x7 AI trainer support
- AI career counselling
- Interview preparation
- Job offers in the student dashboard
- ISDM NxT certificate

ISDM NxT Head Office: 309, Saffron Plaza, Airport Road, Vadodara, Gujarat, 390022 · +916263625594 · inquiry@gmail.com

Fees depend on the centre and current offers - ask your counsellor. Course content may be updated to stay current with industry needs. · isdmnext.in