



MASTER YOUR DIGITAL SKILLS

Advanced Excel tools for
management reporting and
data analysis

Constantinos Kounnis
Managing Director - C. Kounnis & Partners Ltd



Co-funded by
the European Union

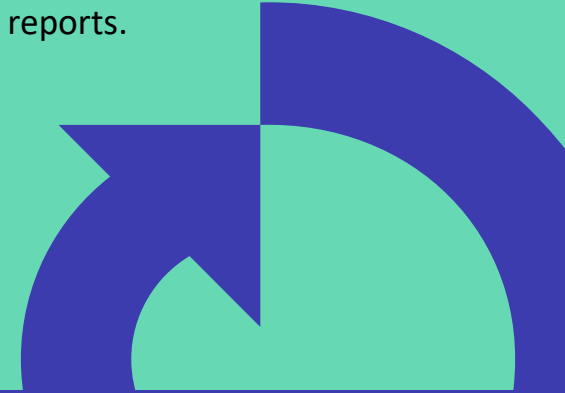


COURSE OVERVIEW

Learn and understand the full potential of Excel with this comprehensive course designed to enhance your reporting and data analysis capabilities. This training focuses on Advanced Excel tools, powerful formulas, and data management techniques that enable participants to analyse data and create impactful reports.

This course is a must for:

- Managers and team leaders responsible for presenting data-driven insights.
- Financial analysts and business professionals who work extensively with data.
- Professionals who want to optimise their reporting workflows.
- Anyone who regularly uses Excel and wants to take their skills to the next level.



OUR GOALS

1. Learn advanced functions and data management in Excel.
2. Extract and utilise insights for strategic decisions.
3. Create effective reports.
4. Optimise analysis and reporting processes.
5. Gain in-demand skills for career advancement.
6. Apply skills through practical exercises.

COURSE DESCRIPTION

This course is an in-depth, hands-on training program focused on developing participants' skills in Excel. The course covers advanced functions, sophisticated formulas, and robust data management techniques, empowering attendees to transform raw data into actionable insights. Participants will learn to create dynamic tables, automate reporting processes, and utilise Excel for strategic decision-making, ultimately boosting their productivity and career potential.

Main Topics:

- 1. Advanced Excel functions**
- 2. Data management techniques**
- 3. Dynamic reporting**
- 4. Data visualization**
- 5. Data analysis techniques**

COURSE INFO

Location	Zoom
Dates	Part A: 25 February 2025 Part B: 27 February 2025
Time	13:00 – 16:00 CET (14:00 – 17:00 Cyprus time)
Duration	6 hours
Cost	Fully funded under the Level Up project



Constantinos Kounnis

Constantinos is a Cambridge University graduate with a degree in Economics and a professional Chartered Accountant and member of the Institute of Chartered Accountants in England and Wales (ICAEW) as well as the Institute of Certified Public Accountants of Cyprus (ICPAC). He is also an International Tax affiliate of the Chartered Institute of Taxation (CIOT). Constantinos has qualified with Deloitte, London and has subsequently worked for KPMG Cyprus gaining significant experience in the fields of audit, tax and advisory.

He is currently the managing director of [C. Kounnis & Partners Ltd.](#) Constantinos has also a passion for learning and development. He is an approved Human Resource Development Authority trainer and a Certified Silva Method Instructor and Coach. He is the founder of Kounnis Academy which specialises in providing training courses for accelerating technical, core professional, and digital skills. He also teaches advanced international taxation to ACCA and ADIT students at the University of Nicosia.



Level Up



VISIT US AT

levelup-skills.eu

CONNECT WITH US



[Enroll Now](#)

CONNECT WITH US

[M. christiana@grantxpert.eu](mailto:M.christiana@grantxpert.eu)

T. +357 22669266

VISIT US AT

<https://www.grantxpert.eu/>



**Co-funded by
the European Union**

This document was produced in the course of the Level Up project, which received funding from the Digital Europe Programme (DIGITAL) of the European Union under Grant Agreement no 101100679.

Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Health and Digital Executive Agency (HADEA). Neither the European Union nor the granting authority can be held responsible for them.