



DEPARTMENT OF COMMERCE PG

Report Submission: 13/06/2026

Semester:	EVEN	Academic	2025–26	Venue:	Room No. AI011F18, 1st Floor,
		Year:			Anna Block, Acharya Institutes

Event	10/06/2026	Time:	10AM to	Duration	06 HOURS (Each Day)
Date:	&		4PM		
	11/06/2026				

TYPE OF EVENT: WORKSHOP

EVENT NAME: WORKSHOP ON ADVANCED EXCEL

Target Audience:	M.com Students	Number of	10
		Participants:	

Objectives:

1. To enhance Excel Skills among students
2. To improve data analysis capabilities among students
3. To familiarize students with functions, formulas, and techniques used in business decision-making.
4. To provide hands-on experience in creating dynamic reports and dashboards

Program Introduction:

The Department of Commerce PG, organized a Two-Day Workshop on Advanced Excel on 10th and 11th June 2026 for the students of the M.Com programme. The workshop was designed to equip participants with practical knowledge of advanced spreadsheet techniques that are increasingly demanded in today's data-driven business environment.

The sessions focused on enhancing participants' understanding of advanced formulas, data analysis tools, PivotTables, charts, dashboards, lookup functions, conditional formatting, and other features that support effective decision-making. Through demonstrations, interactive



exercises, and hands-on activities, the workshop provided learners with opportunities to apply Excel concepts to real-world business scenarios.

Theme of the Event:

"Excel Beyond Basics: Transforming Data into Decisions"

The theme "Excel Beyond Basics: Transforming Data into Decisions" emphasizes the evolving role of Microsoft Excel from being merely a spreadsheet application to becoming a powerful analytical and decision-support tool. In today's business landscape, organizations generate vast amounts of data, and the ability to interpret that data effectively is crucial for informed decision-making.

Resource Person Details:

Ms. Vishnupriya Adoni served as the resource person for the two-day workshop on Advanced Excel. She is a Commerce postgraduate with extensive experience in training, consulting, and learner engagement. She currently works as an Assistant Manager in the Learner Experience Team, where she handles learner support, training, certification processes, and data-driven reporting. She has previously served as a Product Specialist in reputed organizations, conducting training programmes on Advanced Excel, Tally ERP and Tally Prime for channel partners and corporate clients. With over a decade of professional experience in accounting, ERP implementation, payroll consultation, and training programme development, Ms. Vishnupriya possesses strong expertise in imparting practical and industry-relevant knowledge. Her interactive teaching approach and hands-on demonstrations greatly enriched the learning experience of the participants during the workshop.

Detailed Report:

The Two-Day Workshop on Advanced Excel was conducted successfully on 10th and 11th June 2026. The programme commenced with an inaugural session attended by faculty members, resource persons, and student participants. The organizing committee welcomed the gathering and highlighted the significance of digital competency in contemporary business and academic environments.

The first day of the workshop focused on strengthening participants' understanding of essential advanced Excel tools and techniques. The resource person introduced various functions and



formulas that improve accuracy and efficiency in data processing. Students were trained in: Advanced formulas and functions, Logical functions, Lookup and reference functions, Data validation techniques, Conditional formatting, Sorting and filtering large datasets, Data cleaning and management practices.

The sessions were highly interactive, with participants engaging in practical exercises to reinforce their learning. Real-life examples were used to demonstrate how Excel can simplify complex tasks and improve productivity.

The second day emphasized analytical applications of Excel and its role in business decision-making. Participants received hands-on training in: Creating and analyzing PivotTables and PivotCharts, Developing interactive dashboards, Applying data visualization techniques, Generating meaningful reports, Interpreting trends and patterns from datasets, Using Excel as a tool for managerial and strategic decisions.

The practical orientation of the sessions enabled participants to understand how organizations use Excel to convert raw data into valuable insights. Students actively participated in exercises and discussions, clarifying their doubts and exploring the practical relevance of the concepts learned. Throughout the workshop, the resource person encouraged participants to adopt analytical approaches while working with data and emphasized the importance of continuous learning to remain competitive in a technology-driven world. The programme concluded with a feedback session, during which participants expressed their appreciation for the practical exposure and the relevance of the topics covered. The programme concluded with a feedback session, during which participants expressed their appreciation for the practical exposure and the relevance of the topics covered.



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Soladevanahalli, Bengaluru-560107

Geo Tagged Photos



Interactive Learning Session on Advanced Excel Tools and Techniques



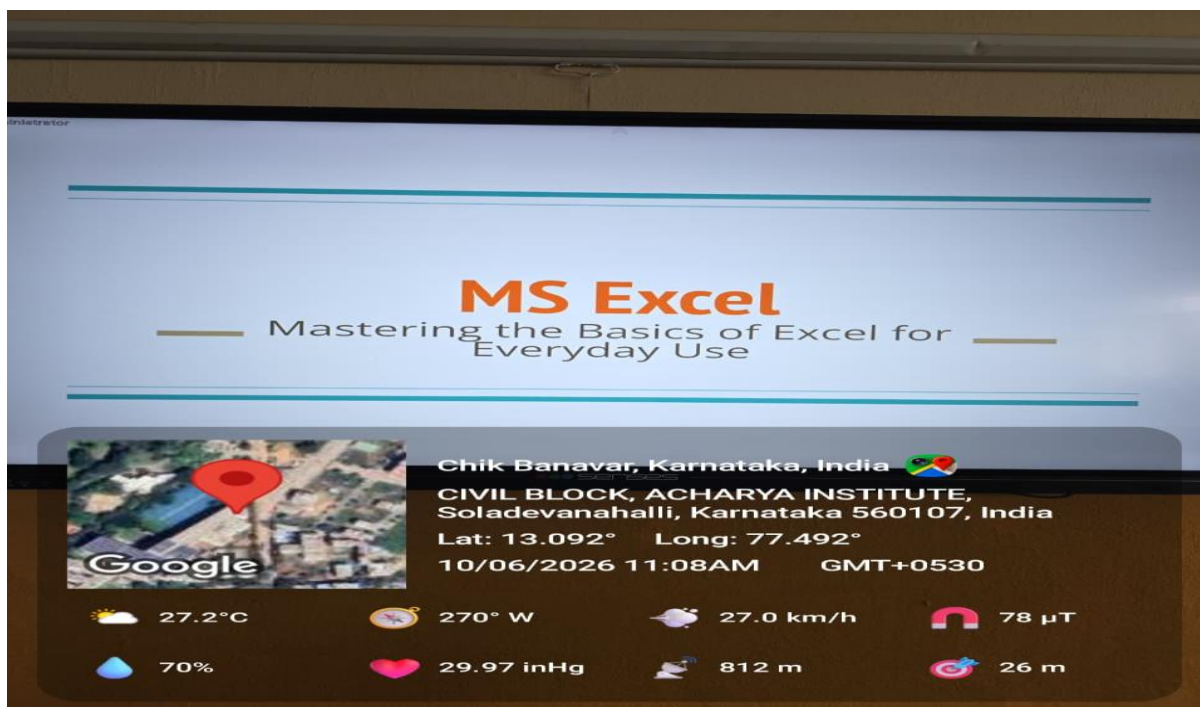
Resource Person Conducting Hands-on Training on Advanced Excel



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Students Engaged in Practical Exercises during the Workshop



E-Banner of the Advanced Excel Workshop



Training Session on PivotTables and Dashboard Creation

Conclusion:

The Two Days Workshop on Advanced Excel proved to be a valuable learning experience for the participants. It successfully achieved its objectives of enhancing students' technical competencies and developing their ability to analyze and interpret data effectively. The workshop not only strengthened participants' understanding of advanced Excel functionalities but also demonstrated the practical significance of these skills in academic, professional, and business contexts.

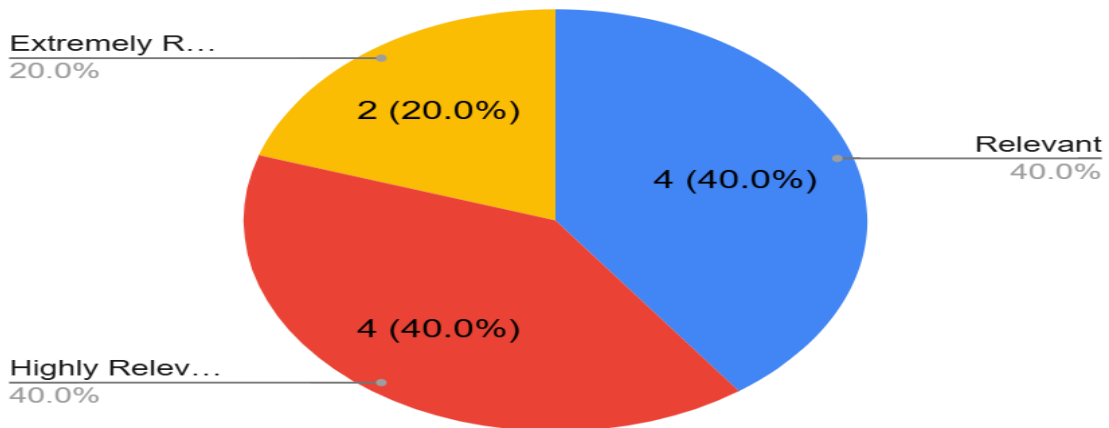
The theme, "Excel Beyond Basics: Transforming Data into Decisions," was effectively reflected throughout the sessions, reinforcing the idea that informed decision-making begins with the ability to manage and analyze data efficiently. The enthusiastic participation of students and the expertise shared by the resource person contributed significantly to the overall success of the programme.

Audience Feedback Analysis

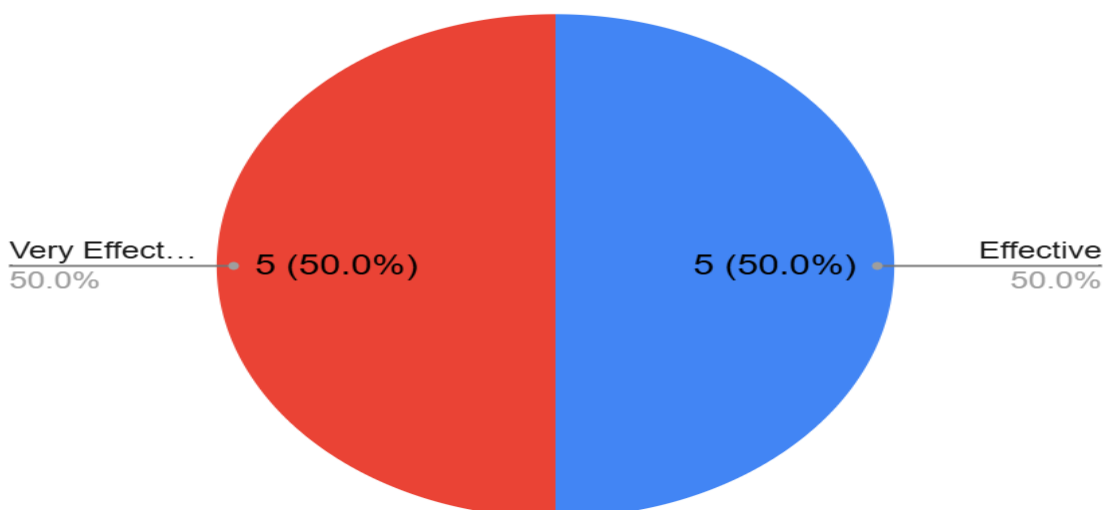
The feedback received from the participants indicated an overwhelmingly positive response on the first day of the workshop on Advanced Excel. The attendees appreciated the relevance of the topics covered and found the sessions to be highly informative, practical, and engaging. Participants expressed that the hands-on training approach significantly enhanced their understanding of advanced Excel features, including data analysis tools, PivotTables, dashboards, and advanced formulas

Feedback Analysis

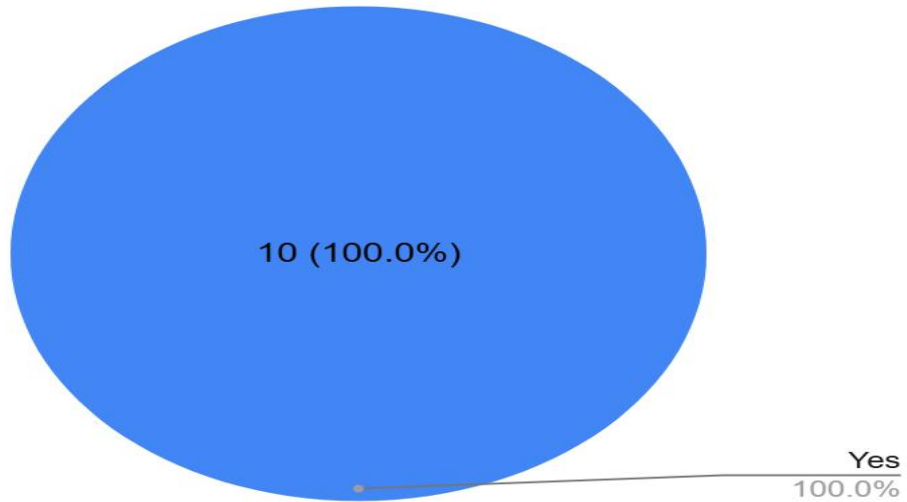
Relevancy of content of the session to current academic or career goals



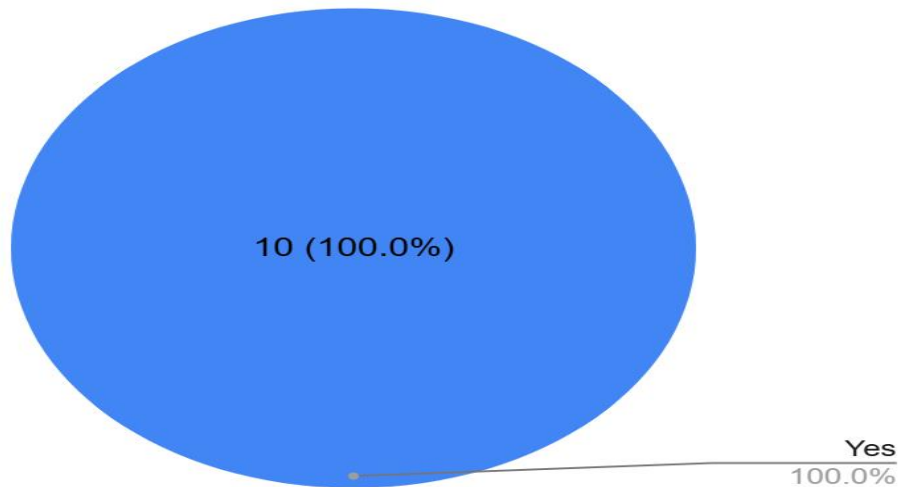
Effectiveness of the speaker



Presentation of Information in a clear and understandable manner



Speaker's encouragement for questions and interaction from the audience



Rating for overall organization of the session

