

Atharva Institute of Management Studies

Activity / Event report

Name of Event/Title	: Excel & Power BI training
Resource person	: Dr. Neha Anwar Ansari, Mr. Prashant Kumar Dinkar
Organization	: Board Infinity
Designation	: Program Manager
Contact no.	: 9867860031
Email ID	: umar.sayyed@boardinfinity.com
Date(s) of conduction	: 24/2/25 to 7/3/25
Class / Sem	: MMS II Sem
Faculty coordinator	: Dr. Vaibhav Patil
Student coordinator/ committee	: Shreyas Pednekar, Tanaya Lokhande

DESCRIPTION

Objectives:

- To equip students with essential knowledge of Microsoft Excel, including basic functions, formulas, and formatting.
- To teach students how to effectively organize, filter, sort, and summarize data.
- To use Excel tools such as pivot tables, charts, and conditional formatting to draw insights from data.
- To introduce basic business and financial modelling to support academic projects and real-world decision-making.
- To prepare students for internships, projects, and corporate expectations where excel proficiency is essential.

Key Takeaways:

- Proficiency in navigating the Excel interface and using shortcuts.
- Ability to apply formulas like IF, VLOOKUP, HLOOKUP, SUMIF, COUNTIF, etc.
- Understanding of pivot tables and charts for data analysis.
- Use of data validation, conditional formatting, and filtering for organizing data effectively.
- Confidence in using Excel for basic financial modeling, reporting, and data visualization.

Learning Outcomes:

- Independently use Excel for academic and business-related tasks.
- Analyze and interpret data using formulas, pivot tables, and visual tools.
- Create professional spreadsheets with clear formatting and organized structure.
- Solve real-life business problems using Excel functions and tools.
- Present data insights in a clear and compelling way through charts and dashboards.

Profile of resource person



Dr. Neha Anwar Ansari

Faculty Member, Machine Learning

PhD in Computer Science from Pacific University, N.E.T qualified and MSc in Information Technology

Dr. Ansari brings over a decade of teaching experience to her role. She has also served as a consultant in machine learning and deep learning for various data science firms, enriching her academic insights with practical industry knowledge.

Dr. Ansari's expertise spans across a spectrum of technological domains such as Machine Learning, Deep Learning, Applied Artificial Intelligence, Big Data Analytics, Big Data Engineering, Cloud Computing, Computer Networking, Information Security Management, SQL & NoSQL Database Management.



Prashant Kumar Dinkar - Power BI Role: Working at M&G plc

Experience: Over 10 years of professional experience in the financial services industry

Education: Graduated from Birla Institute of Technology and Science (BITS), Pilani; attended IIT Gandhinagar

Prashant brings over a decade of experience in financial services, currently contributing at M&G plc. His background includes strong analytical and operational capabilities, supported by a foundation in engineering and financial education. His tenure at premier institutions like BITS Pilani and IIT Gandhinagar speaks to his technical proficiency. Solid ten-year career in the financial services domain. Academic credentials from top institutes (BITS Pilani, IIT Gandhinagar). Established presence in Mumbai, with a network of 500+ connections.

Communication with resource person (screenshot of mail, message etc)

The screenshot shows a presentation slide for Board Infinity. The top section features the Board Infinity logo, which consists of the word 'BOARD' in blue and 'INFINITY' in black, with a stylized infinity symbol. Below the logo, the title 'Atharva Institute of Management Studies Training Proposal' is displayed in a bold, dark blue font. The background of the slide is a light blue and yellow gradient with a circular pattern.

Below the title, there is a section titled 'BOARD INFINITY' in a bold, dark blue font. Underneath this, a dark blue banner contains the text 'Asia Leading Career-first L&D Ecosystem for Higher Ed' in white. Below the banner, there are five white boxes with icons and text:

- Working with 70+ institutions (with a graduation cap icon)
- 10 IIMs, 30 NIRF 100 clients (with a circular icon)
- Preferred Coursera Content partner (with the Coursera logo)
- Supported learning for more than 30K students last year (with a person icon)
- Awarded- Best skill building company (with a trophy icon)

Below these boxes, there are two sections: 'Our Products' and 'Our Services'. 'Our Products' includes 'fyLMS' (with a blue icon) and 'InfyRecruit' (with an orange icon). 'Our Services' includes 'Coaching & Mentoring' (with a person icon) and 'Upskilling' (with a laptop icon). A navigation bar at the bottom shows 'Page 1 / 21' and a search icon.

FLYER OF THE EVENT



ATHARVA INSTITUTE OF MANAGEMENT STUDIES

(Approved by AICTE, DTE & Affiliated to University of Mumbai)
(NAAC Accredited)

Date: 21/2/25

Circular

(A.Y. 2024 – 25)

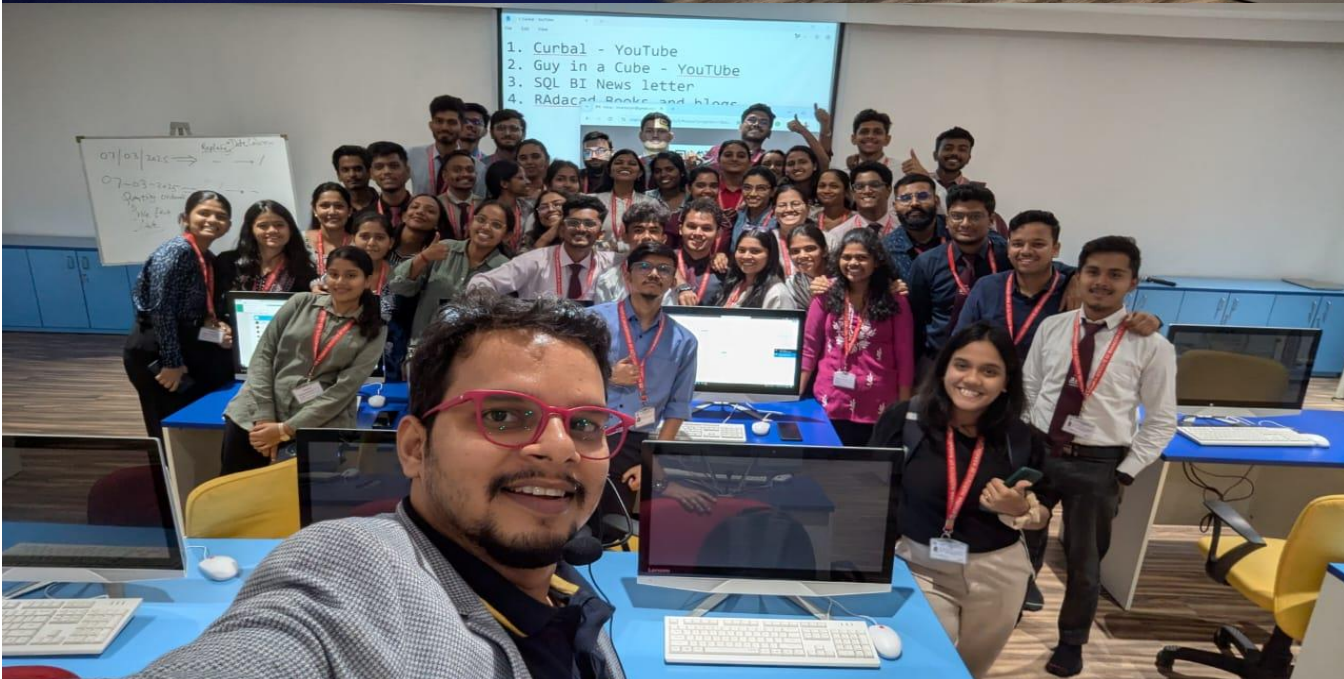
Atharva Institute of Management Studies has planned to conduct Value Added Course from 24/2/25 to 7/3/25 for First Year M.M.S. students on “**ADVANCED MS EXCEL and POWER BI**”. The duration of the course is **30 hours**. This course is offered for all students.


DIRECTOR
Atharva Institute of Management Studies
MUMBAI-95.



(Dr. D Henry)
Director

GEO-TAGGED PHOTOS



Attendance sheet with signature

STUDENT & FACULTY OF MANAGEMENT STUDIES			
MBA SEM- II - Advanced Micro - April 2014 - 2015			
Signature of Lecturer			
MBA Semester II - Entrepreneur Training Program (1st & 2nd Part)			
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EVENT REPORT PREPARED & VERIFIED BY: Dr. Swati Agrawal
Submitted to: Dr. D Henry (Director AIMS)



**BOARD
INFINITY**

Certificate

This certificate is proudly awarded to

Priyal Vishwakarma

A Student of

Atharva Institute of Management Studies

For successfully completing the training of

Advance Excel and Power BI

08-03-2025

ISSUED DATE



ABHAY GUPTA,
COO BOARD INFINITY

BI-07052025-114

CERTIFICATE NO.