23MGSDP101: BUSINESS ANALYTICS USING MS – EXCEL (LAB)

Offered to: All UG Programs   **Credits: 2**

Course Type: Skill Development   30Hrs   **Year of Introduction: 2023-24**

Course Objective: The basic objective of this course is to equip students with the foundational skills and practical knowledge to use Microsoft Excel for conducting business analysis and deriving insights from data for decision-making in various business contexts.

Course Outcomes: At the end of this course, the student should be able –
CO1: Create and modify charts & graphs.
CO2: Organize worksheet and table data using multiple techniques.
CO3: Calculating with advanced functions & formulas.
CO4: Analyze data using Pivot Tables.
CO5: Able to generate graphs that help in drawing useful result.

CO-PO MATRIX								
	CO-PO	PO1	PO2	PO3	PO4	PO5	PO6	PO7
23MGSDP101	CO1	3	3	2	0	0	0	0
	CO2	3	3	2	0	0	0	0
	CO3	3	3	2	0	0	0	0
	CO4	3	3	2	0	0	0	0
	CO5	3	3	2	0	0	0	0

List of Experiments
1. Create an excel application to demonstrate formatting data and excel sheets.
2. Create an excel application to demonstrate Conditional Formatting.
3. (i) Create an excel application to demonstrate filters and auto filters.
   (ii) Create an excel application to demonstrate data validation.
4. Create an excel application to demonstrate IF and IFS analysis.
   a. Sum Count
   b. Average
5. Create an excel application to demonstrate logical functions.
6. Create an excel application to demonstrate statistical functions.
7. Create an excel application to demonstrate text functions.

8. Create an excel application to demonstrate lookup (V and H) and Referencefunctions.
9. Create an excel application to demonstrate various types of graphs and diagrams
10. Create an excel application to demonstrate pivot table.

Text Book:
1. John Walkenbach, Excel Bible, John Wiley and Sons.
Reference:
1. Conrad Carlberg, Business Analysis with Microsoft Excel, O'Reilly

Question Paper Pattern for Practical Course

SEE (LAB) Model Question Paper

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Max. Marks: 50   **Max. Time: 3Hrs**   **Pass. Min: 20**

(A)	**Evaluation Procedure**	**35 Marks**
I	Experiments (Exam & Execution)	**30 Marks**
II	Viva	**3 Marks**
III	Record	**2 Marks**
(B)	**CONTINUOUS ASSESMENT(Internal)**	**15 MARKS**

15 marks for the continuous assessment (Day to day work in the laboratory shall be evaluated for 15 marks by the concerned laboratory teacher based on the regularity/ record/viva). Laboratory teachers are mandated to ensure that every student completes 80%-90% of the lab assessments.

TOTAL: (A)+(B) =   **50 MARKS**

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