NIBAF Pakistan
EMPOWERING FOR EXCELLENCE

# MASTERING EXCEL POWER QUERY

## From Hours to Minutes with Data Automation

Clean Data. Automate Reports. Save Time.



**FEE: PKR 24,000 PLUS TAX**

A practical, hands-on training program designed to help banking and other professionals transform raw Excel reports into clean, consistent and refreshable datasets, reducing repetitive work and improving management reporting.

**Nov 16-17, 2026 | 9 am - 5 pm**

**Online | 2 Days | Hands-on & Practical**

## LEARNING OBJECTIVES

- Import, clean and transform data from Excel, CSV files and folders using Power Query.
- Combine recurring reports and automate data preparation through reusable queries and parameters.
- Prepare analysis-ready datasets using Power Pivot, PivotTables and PivotCharts.
- Identify missing records, mismatches and exceptions through data reconciliation techniques.
- Develop management reports using DAX measures, KPI summaries, charts and infographics.
- Build end-to-end automated reporting workflows that can be refreshed when new data becomes available.

## COURSE CONTENT

- Power Query Foundations — Interface, Get Data, Transform, Load, Refresh and applied query steps.
- Data Import & Quality Checks — Excel, CSV and folder-based data; identify blanks, duplicates, errors and inconsistent fields.
- Data Cleaning & Transformation — Text, dates, data types, nulls, conditional columns and calculated fields.
- Combining Data & Automation — Append, Merge, folder-based consolidation, reusable queries, parameters and automated refresh.
- Power Pivot & Reconciliation — Data models, matching records, anti-joins, exception analysis and validation.
- Analysis & Management Reporting — PivotTables, PivotCharts, DAX measures, KPI summaries, charts and PowerPoint-ready infographics.
- Hands-on Application — Build and refresh an automated management report using practical banking and operational datasets.

## TARGET AUDIENCE

Banking, Finance, Operations, MIS, Reporting, Audit, Risk, Data Analytics and other professionals working with Excel-based reports.

## FACILITATOR

**SOHAIB JAMAL**
**Data Analytics & Financial Modeling Consultant and Trainer**

Mr. Sohaib Jamal has over 20 years of experience as a consultant and trainer in data analytics and financial modeling. He has conducted more than 250 training programs on Data Analytics, Financial Modeling, Power BI Desktop and related topics in Pakistan, Saudi Arabia, Bahrain and Dubai.

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