BA 169Z Data Analysis Using Microsoft Excel

For more detailed information, see CCN Reports & Memos on the Educator Resources—Common Course Numbering webpage.

CCN Course/Course Information
Business
Course Number and Prefix: BA 169Z
Course Title: Data Analysis Using Microsoft Excel
Course Credits: 4
Course Description: Covers Microsoft Excel software skills necessary for evidence-based problem-solving, including workbook editing, formula creation, charting, and pivot tables. Emphasizes hands-on learning using Excel functions to perform data analysis to enhance decision-making.
Course Learning Outcomes: 1. Create and manage worksheets using appropriate data formatting. 2. Construct formulas with relative, absolute, and mixed cell references. 3. Analyze data using logical, lookup, mathematical, statistical, and text functions. 4. Manipulate large volumes of data using datasets and tables. 5. Interpret data using data visualization tools, including pivot tables and charts.