

OBJECTIVE

Once attending this One Day course, you should be confident in creating OLE reports within Excel. User will have gained familiarity with common OLE functions and understand how to apply them.

SKILLS

The course has been designed to cut out the jargon. Both experienced Excel users and relative beginners will all be able to follow the curriculum.

STRUCTURE

LOCATION

We will come to your offices, this way we will be working on your system, with data that you understand and are already familiar with.

ATTENDEES

The training structure compliments both individual and group training. It doesn't matter if there is a mixture of skills in the team, the course goes at a suitable pace to suit all system users.

CURRICULUM

HOW TO INSTALL OLE

Loading the Exchequer Add-ins

Understanding User Security

UNDERSTANDING DIFFERENT FUNCTIONS

A brief back-ground to OLE and the different function types

CREATING A GET REPORT

Working with Wizards Inserting Formulas

Locking Cell References

BUILDING ON THE KNOWLEDGE - FINANCIAL REPORTING

Working with Periods and Years

Select Functions

SQL Functions

UPDATING EXCHEQUER

Using Save Function

Updating User defined fields

Loading Budget

CREATING TRANSACTIONS

Journal template

