



## Exploring Excel : Transforming Raw Data into Golden Insights

In the recent training event hosted by the DepEd NCR Policy, Planning, and Research Division, in collaboration with PS-EMISD, held at NEAP RELC Region 4A CALABARZON, participants delved into the world of data management using Microsoft Excel. The program, aptly titled "Data Management Using MS Excel," aimed to enhance attendees' skills and proficiency in handling data effectively.

# NEWSLETTER

Policy, Planning, and Research Division



The participants gained insights into Excel's interface, including worksheets, cells, and basic formatting. Practical tips for inputting and organizing data were shared, emphasizing accuracy and consistency. Attendees also explored essential functions and formulas for analysis. Chart types (bar, line, pie) were demonstrated, along with customization technique as participants learned how to create visually appealing graphs.



Advanced techniques such as Pivot tables, slicers, and data validation were introduced. Hands-on exercises allowed participants to apply their knowledge to real-world scenarios. They also actively engaged by raising specific questions related to their work contexts, addressing challenges in LIS, BEIS, NSBI, and other data management areas.

# Navigating Excel



Three dynamic speakers shared their expertise with the participants. Sir Ariel C. Tandingan kicked off the event by presenting official enrollment data for the academic year 2023-2024, discussing roles and responsibilities within school governance, and addressing challenges faced by Schools Division Offices.

Ma'am Ma. Concepcion G. Avena delved into TVL specialization, demystified the powerful VLOOKUP function, and covered essential Excel techniques. Finally, Mr. Julius G. Briones explored various Excel features, from user interface mastery to slicers and beyond. Collectively, their contributions empowered attendees to excel in data management and reporting.



The training concluded with participants better equipped to make informed decisions and contribute effectively in their professional roles. Kudos to the organizers, facilitators, and all participants for a successful event!



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