



# DATA ANALYTICS

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- MS Excel
- VBA
- R Programming
- Machine Learning
- SQL
- Python
- Power BI
- G-Suite
- MS Office
- Financial Modelling



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# MS-EXCEL



## 1 CLASS

- Basic introduction
- Uses of excel
- Relevant tabs and interface of Excel
- Basic features
- Basic operations



## 2 CLASS

- Logical functions
- Count functions
- Numeric functions
- Vlookup functions
- Other functions

## 3 CLASS

- Floor & Ceiling functions
- Text functions
- Date functions

## 4 CLASS

- Handling errors
- Nested functions
- Index functions

## 5 CLASS

- Sorting & Filtering
- Named Ranges
- Text Extraction
- Pivot Tables

## 6 CLASS

- Barchart
- Histogram
- Scatter & Bubble chart
- Combo chart
- Pie chart with 3D effects

## 7 CLASS

- Add-In
- Random Numbers
- Rank & Percentile
- Histogram
- Descriptive Statistics
- Solver

## 8 CLASS

- Linear regression
- Logistic regression

## 9 CLASS

- Case study on Regression
- Simulation

## 10 CLASS

- Waterfall charts
- Clustering



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# VBA



## 1 CLASS

### Introduction

- Introduction of VBA
- Recording a Macro
- Different ways of running the same
- Case study 1 - Summarising a dataset
- Case study 2 - Lock cells in a protected sheet

## 2 CLASS

- Writing first code of macros
- Explain different windows on the VB editor
- Different VBA data types
- Variable and constant Declaration
- Active cell properties
- Different operators
- Control flow statement
- Conditional statement >> If-Then-Else-EndIf;  
Select Case

## 3 CLASS

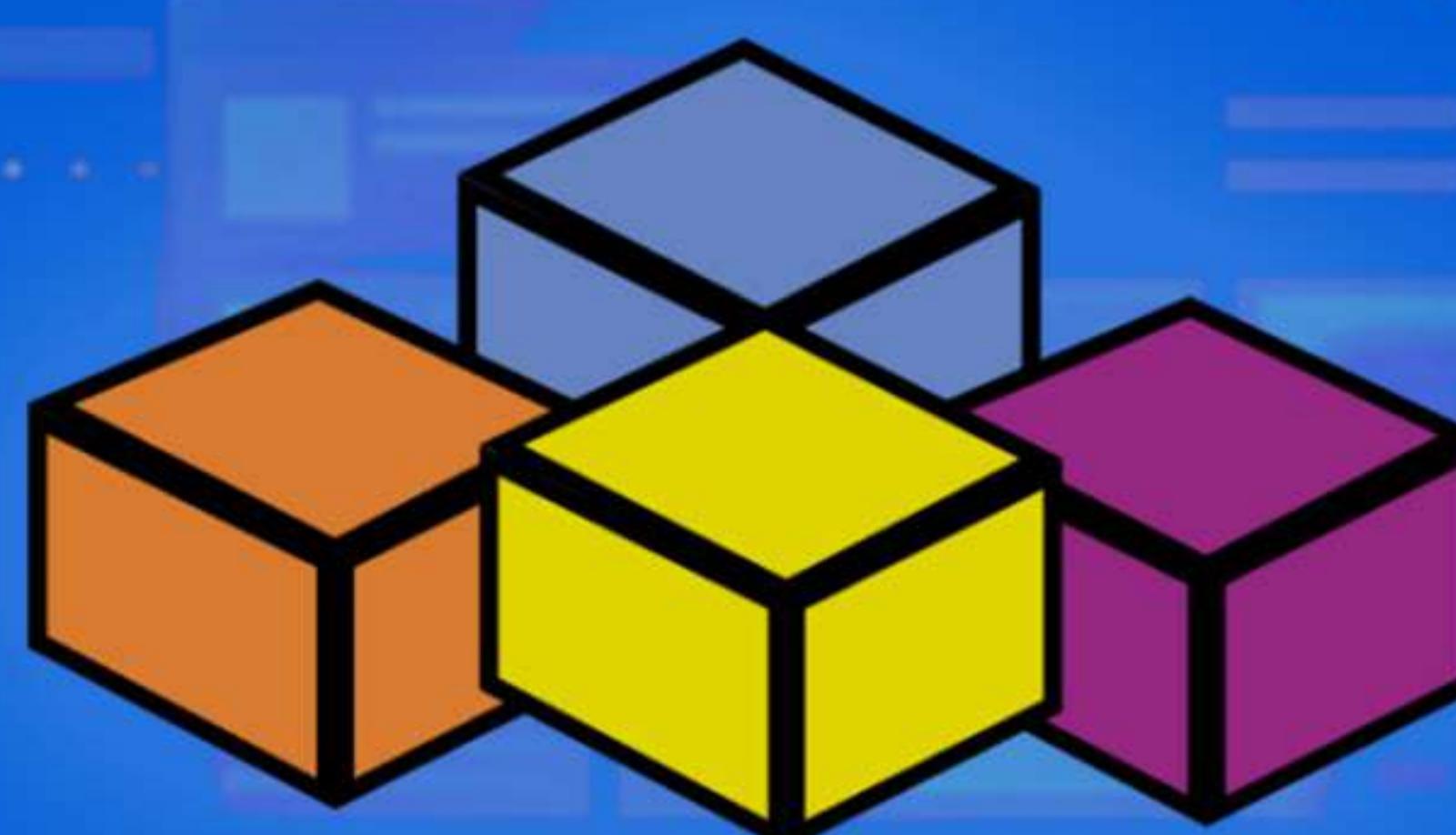
- Control flow statement >> Looping  
(Do-While; Do-Until; For loop)
- Three Case Studies on looping

## 4 CLASS

- Cut, Copy, Paste and Paste Special
- Arrays >> Collection of multiple values
- Creating User defined functions
- Text functions

## 5 CLASS

- Userforms >> Insert userform
- Properties
- Toolbox
- Coding
- Open and Run the Forms
- Entering data using Forms



## 6 CLASS

- Excel Objects >> Application object, workbook object, worksheet object
- VBA Events >> Worksheet events, workbook events
- Case study - Insert table of contents

## 7 CLASS

- Errors: Syntax errors, runtime errors, logical errors;
- Error handlers >> GoTo Line, Resume Next

## 8 CLASS

- Everyday Codes >> Highlight blank cells
- Add new sheet
- Get worksheet names
- Deleting sheets
- Hiding and Unhiding Sheets
- Highlighting alternative rows
- Insert hyperlinks



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# R PROGRAMMING



## BASICS

- Installation of R, Packages in R, Basic Operators, Types of Variables
- Basic functions, Types of Object in R- Vectors
- Indexing and Paste function, Factors and Labelling thr values
- Matrices, rbind & cbind, Transpose & Determinant of Matrix
- Dataframes, Structure & naming the Dataframes, Arrays & Lists
- User-defined functions, Importing Data & Exporting Data
- Important features, Important functions- which, sort, sapply, Plotting- lines & legend function
- Dates, Looping- While loop, for loop, repeat loop



## GG PLOT

- Features of ggplot, Structure of ggplot & Statistical Transformation, Faceting, Coordinates, Themes
- Graphs, Stacked Bar Chart, Boxplots, Histogram & Density

## DATA MANIPULATION & TECHNIQUES

- What is Predictive Modelling?, Objectives & Characteristics, Basic Central Tendencies
- Apply Family- apply, lapply, sapply, tapply, rapply, mapply, Aggregate Function
- DPLYR Package, filter, select & mutate function
- Need of String Manipulation, Functions- grep, grepl, nchar, tolower, chartr, paste, substr, strsplit
- Functions- transform, split
- Treating the missing values using different functions



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# MACHINE LEARNING



- CLASS 1: Introduction to Hypothesis Testing
- CLASS 2: Hypothesis Testing in R
- CLASS 3: Chi-Squared Test in R
- CLASS 4: T-Test in R
- CLASS 5: Z-Test in R
- CLASS 6: Regression Theory Class 1
- CLASS 7: Regression Theory Class 2
- CLASS 8: Simple Linear Regression in R
- CLASS 9: Multiple Linear Regression in R
- CLASS 10: Introduction to Machine Learning
- CLASS 11: Prediction Accuracy of Models
- CLASS 12: Bias-Variance Tradeoff
- CLASS 13: Ols and Cross-Validation Techniques
- CLASS 14: Subset Selection Techniques
- CLASS 15: Compute MSE in R
- CLASS 16: Cross Validation Approaches in R
- CLASS 17: Best Subset Selection in R
- CLASS 18: Forward Selection in R
- CLASS 19: Backward Selection in R
- CLASS 20: Ridge Regression
- CLASS 21: LASSO Regression
- CLASS 22: PLS Regression
- CLASS 23: Logistic Regression in R
- CLASS 24: ROC & AUC in Logistic Regression
- CLASS 25: Validating Logistic Regression
- CLASS 26: Lasso Logistic Regression
- CLASS 27: Naive Bayes Classifier-Theory
- CLASS 28: Naive Bayes Classifier in R
- CLASS 29: Naive Bayes Package
- CLASS 30: K Nearest Neighbour Theory
- CLASS 31: KNN in R



- CLASS 32: Decision Trees Theory
- CLASS 33: Regression Decision Tree in R
- CLASS 34: Classification Decision Tree in R
- CLASS 35: Pruning Decision Trees
- CLASS 36: Pruning Decision Trees in R
- CLASS 37: Pruning Classification Trees in R
- CLASS 38: Bagging and Random Forest Theory
- CLASS 39: Bagging Regression Trees in R
- CLASS 40: Bagging Classification Trees in R
- CLASS 41: Random Forest Regression Trees in R
- CLASS 42: Random Forest Classification Trees in R
- CLASS 43: Boosting Technique Theory
- CLASS 44: Boosting Regression Trees
- CLASS 45: Boosting Classification Trees
- CLASS 46: PCA Theory
- CLASS 47: PCA in R
- CLASS 48: Clustering Theory
- CLASS 49: Hierarchical Clustering in R
- CLASS 50: K Means Clustering in R



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# SQL



## 1 CLASS

### Introduction to Database Management System

- ▶ Overview of DBMS
- ▶ Characteristics of DBMS
- ▶ Database Terminologies
- ▶ Keys in DBMS
- ▶ SQL Statement Fundamentals
- ▶ Overview of SQL statements
- ▶ SQL Data Types
- ▶ Creating Database and Tables
- ▶ Working with Constraints
- ▶ DDL Statements
- ▶ Creating and Managing Tables

MySQL™



## 2 CLASS

- ▶ Open an existing SQL script
- ▶ Execute all the codes given in the script

## 3 CLASS

- ▶ Alter and Drop Table Commands
- ▶ Maintaining Referential Integrity
- ▶ Retrieving data using SELECT statements
- ▶ Insert
- ▶ Sorting
- ▶ Group By
- ▶ Order By

## 4 CLASS

- ▶ Update
- ▶ Delete
- ▶ Rollback
- ▶ Commit
- ▶ Duplicate
- ▶ 'Null' and 'Not Null'
- ▶ Coalesce

## 5 CLASS

- ▶ Handling Error
- ▶ SQL operators

## 6 CLASS

- ▶ Assignment given to perform the task
- ▶ JOINS\_creating\_duplicate\_tables

## 7 CLASS

- ▶ SQL Join Commands
- ▶ Inner Join

## 8 CLASS

- ▶ Left Join
- ▶ Right Join

## 9 CLASS

- ▶ Explaining Joins using PDF
- ▶ Cross Join
- ▶ Assignment given to perform the task
- ▶ Union and Union All Select

## 10 CLASS

- ▶ SQL Subqueries
- ▶ Assignment given to do in class

## 11 CLASS

- ▶ Assignment to do the task using Union command

## 12 CLASS

- ▶ SQL Self Join
- ▶ Assignment done using the given task
- ▶ Distinct Clause

## 13 CLASS

- ▶ Assignment
- ▶ SQL Views

## 14 CLASS

- ▶ Stored Procedure
- ▶ User Defined Functions



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# PYTHON



## 1 CLASS

- Arithmetic Operators (%,\*\*,==)
- Strings
- Type(x) (String,float,Int)
- Assign and Reassign Values
- Add Comments #
- Indentation

## 2 CLASS

- Comparison Operators (!=,>,<,==,<=)
- Logical Operators (not, and, or)
- Identity Operator (is, is not)
- Conditional Operators (if, else,elif)
- Functions

## 3 CLASS

- List
- Tuples
- Sets
- Dictionary
- For
- While
- Range

## 4 CLASS

- Advanced Python
- Libraries: Numpy, Matplotlib, Pandas
- Simple Return
- Plotting Returns
- Daily to Annualized
- Head /Tail
- Shift

## 5 CLASS

- Log Returns
- Numpy Array
- Random Distribution
- Iloc & Loc Method



## 6 CLASS

- Portfolio Return
- YFinance
- Functions of Yfinance
- Options

## 7 CLASS

- Calculating Risk of Security
- Portfolio Diversification
- Covariance
- Correlation

## 8 CLASS

- Beta
- CAPM Model
- Regression
- Algo Trading -Introduction



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# POWER BI



## 1 CLASS

- Business Intelligence
- Data Visualization
- Power BI
- Features
- Why Power BI
- Top 10 key Business Benefits
- Components of Power BI
- Building Blocks of Power BI

## 2 CLASS

- Importing Data
- Pivot Table in Power BI
- Interactive Dashboard
- Table
- Matrix
- Stacked bar/col
- 100% Stacked
- Line
- Ribbon
- Stacked area
- Scatter
- Waterfall
- Funnel
- Pie
- How to Save

## 3 CLASS

- How to link 2 or more tabs/sheets
- Tooltips

## 4 CLASS

- ### Theory Concept
- Power Query
  - Merge Queries
  - Append Queries



## 5 CLASS

### Practicals of MS ACCESS

- How to combine Queries
- Transpose
- How to Pivot & Unpivot Column
- Extract

## 6 CLASS

- DAX Functions
- Importing Multiple Sheets
- Building the Model

## 7 CLASS

- Maps



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# G-SUITE

## 1 CLASS

### Creating an account and exploring the Gmail

- Exploring Gmail Account
- Creating Labels
- Chat
- Drafting message through schedule

## 2 CLASS

### My Drive

- Creating New Folder
- Creating Sub Folder
- Uploading Documents

## 3 CLASS

### Google Doc

- Exploring all the templates



## 4 CLASS

### Exploring Google Doc

- Add-ons
- Extension
- Doc Secrets

## 5 CLASS

### Slides

- Working on templates

## 6 CLASS

### Google Sheets

- Protecting Sheet
- Cell referencing

## 7 CLASS

### Google Forms

- Creating forms

## 8 CLASS

- Process of sending admission forms
- Response sheet
- Settings

## 9 CLASS

### Section wise Google Forms

## 10 CLASS

### Google Meet

- Exploring Google meet

## 11 CLASS

### Google Sites

- Creating websites

## 12 CLASS

### All the other App Launchers

- Google Earth
- Keep
- Google advanced
- Vault
- My Group
- Google Map
- Google Travel



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# MS-OFFICE

## 1 CLASS

### Different Components

- Ways of opening MS Office Word
- Page formatting, editing
- How to increase your typing speed
- Spacing, Highlighting, Copy & Paste in different ways
- Formatting data, Inserting Bullets
- Shortcut Keys (A - Z)
- Insert table to your text
- Picture formatting
- How to take screenshot in your laptop
- Bookmark, Header & Footer, Watermark



## 2 CLASS

- Mail merge
- Referencing
- Insert Citation
- How to save, share & export
- Spelling & Grammar
- How to translate in different language
- How to add & delete the comment
- Track Changes
- Formatting multiple Letters for interview
- How to create certificate
- How to insert auto text & auto correct

## 3 CLASS

### Different components

- How to create the Presentation in PowerPoint
- How to add the image & video in your presentation
- How to do the Animations
- Changes made by slide master displays in all the slides

## 4 CLASS

### Theory Concept

- Learn about DBMS (meaning & need)
- Database Terminologies
- MS-Access Overview
- Database Objects
- Steps to use Ms-Access
- Creating a Database in Ms-Access
- Table
- Data type in Ms-Access
- How to open Ms-Access
- How to save & locate your database
- Creating tables
- Queries in Ms-Access

## 5 CLASS

### Practicals of MS ACCESS

- Table Tools
- Relationship Tools
- Query Tools
- Layout Tools
- Design Tools
- Report Layout Tools
- Report Design Tools
- Import Ms-Access into Excel

## 6 CLASS (MS ONE NOTE)

- Insert table tools
- How to insert excel spreadsheet into it
- Formatting Note page
- Insert file
- How to import chart from excel

## 7 CLASS (MS OUTLOOK)

- What is the outlook?
- Managing Gmail account



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# FINANCIAL MODELLING



## 1 CLASS

- Fundamentals of valuation
- Learning valuation
- Methods including market price method
- Comparable companies method
- Market transactions method
- Basics of DCF
- Fundamental accounting
- Advanced modelling techniques
- Industry insights into IT Services

## 2 CLASS

- Equity Value
- Enterprise value
- How to bridge both
- EV / EBITDA, Price to Earnings
- EV / Revenues, AV / Revenues
- Price to Book
- When to use these techniques
- Q&A on the above
- Building basic revenue models
- How to make projections efficiently
- Industry insights into Banking and Financial Services

## 3 CLASS

- Solving and Analysing quick interview style case study (financial model)
- Building and understanding the 3 statements - P&L, BS and CFS
- Industry insights into FMCG

## 4 CLASS

- Building a Dividend discount model
- Building Advanced revenue models
- SaaS and recurring revenue companies
- Parameters to be considered while projecting revenues for these companies
- Industry insights into Pharma / CDMO / CRAMS / API

## 5 CLASS

- Preparation of model from scratch
- Using a blank spreadsheet
- Identifying different sources of data
- Analysing the data
- Preparation of assumptions sheet
- Forecasting revenues
- Costs and other drivers of Financial Statements



## 6 CLASS

- Build up on the model, complete PL, B/S and Cash flows
- Preparation of various schedules
- Debt schedule, Fixed Asset Schedule, Capex Schedule
- Understanding the tax loss reserves in case of losses in the past

## 7 CLASS

- Identifying WACC, FCFF
- DCF analysis and final valuation
- Cross check the valuation of companies

## 8 CLASS

- Advanced items like sensitivity analysis
- Analysis for IRR, MOIC (Multiple on invested capital)
- Open the floor for Q&A, Industry insights

## 9 CLASS

- Basics of LBO modelling
- Building an interview style 1 hour LBO model

## 10 CLASS

- Basics of Merger modelling
- Building an interview style 1 hour Merger model



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