



Excel in Finance (I) - using the Built-in Functionality

Instructor: Ulrik Strandgaard

October 4, 2010

09.00-09.15	Welcome and Introduction
09.15-12.00	1. Excel functions (I) <ul style="list-style-type: none">1.1 Introduction to Microsoft Excel<ul style="list-style-type: none">• A General Overview• The Function Library1.2 The Date and Time Library<ul style="list-style-type: none">• Built-in Definitions• Using the Day Counts in Spreadsheets1.3 The Financial Library<ul style="list-style-type: none">• Price, Yield and Accrued Interest• Duration Calculations• Pro's and Cons'1.4 The Logical and Information Library1.5 Work-shop: Build your own Bond Price Calculator
10.30-10.45	Coffee Break
12.00-13.00	Lunch
13.00-16.15	2. Excel functions (II) <ul style="list-style-type: none">2.1 The Lookup and Reference Library2.2 The Database Library2.3 Goal Seek2.4 The Solver2.5 The Scenario Manager2.6 Using Charts2.7 Pivot Tables for Data Analysis2.8 Work-shop: Portfolio Management using large Data Series
14.00-14.15	Coffee Break
16.15-16.30	End of Day 1



October 5, 2010

09.00-09.30	Review
09.30-12.00	3. Excel functions (III) <ul style="list-style-type: none">3.1 The Statistical Library<ul style="list-style-type: none">• Standard Deviation• Correlation and Variance• Probability Distributions3.2 The Math and Trig Library<ul style="list-style-type: none">• Matrix calculations3.3 The Data Analysis Tool3.4 Data Tables3.5 Work-shop: Build your own Option Pricing Calculator
10.30-10.45	Coffee Break
12.00-13.00	Lunch
13.00-16.15	4. Customizing your spread sheet <ul style="list-style-type: none">4.1 Formatting4.2 Using the Forms toolbar<ul style="list-style-type: none">• Drop Downs, Buttons, Combo Box• Labels, Check Box, Scroll Bar4.3 Hiding Scroll Bars, Column and Row Headers, Formula Bars etc.4.4 Defining your favourite Tool-bars4.5 Controlling your Add-inns4.6 Names, Labels and Comments4.7 Work-shop: Customizing your Spreadsheets
14.15-14.30	Coffee Break
16.15-16.30	Concluding and Evaluating the Course