

# Excel for Accounting and Finance Professionals

The Excel spreadsheet is one of the most essential tools to any modern Accounting and Finance Professional. This hands-on workshop is part of the Professional Skills Series, designed specifically for accounting and finance professionals with a good grasp of Excel and will like to add spreadsheet design, spreadsheet security and modelling to their skill sets. This workshop would be useful for professionals who need to collate and organize data, analyse and efficiently work with data for reporting, as well as for those needing to build spreadsheet to stress and simulate data outputs.

To sign up, please visit [shop.wolterskluwer.com.sg](http://shop.wolterskluwer.com.sg)



25 – 26 March 2019



9.00am - 5.00pm



Hotel Venue to be  
Advised



14 CPE hours



SGD: 856.00  
(including 7%GST)

## Programme Outline

- Excel Productivity Techniques and Best Practices
- Building Flexible Formulas in Excel
- Data retrieval and report presentations in Excel
- Working with text and dates in Excel
- Building Flexible Charts in Excel
- Analysing the Output

The detailed outline is available on our website: [www.wolterskluwer.com.sg](http://www.wolterskluwer.com.sg)

**This is a 2-days intensive programme where participants will get to apply their knowledge with hands-on exercises, guided by the Trainer. Participants are required to bring along their laptops, equipped with Excel 2010 and above with full installation. Participants should have basic knowledge of Excel.**

**Participants' laptops should ideally be internet-enabled as some exercises will require online access. Participants without internet access will still be provided with connected files to benefit from the session.**

## Speaker Profile

### Dr. Lim Thou Tin

Dr. Lim is a business graduate from the NUS. He holds double masters in information systems and knowledge management with further postgraduate qualifications in systems analysis, intelligent systems, marketing, management consulting and training. He has a doctor of business administration with current research interests in information systems and business modelling. He is also a certified business intelligence professional with specialisation in business analytics.

Dr. Lim's work experience includes working in large Singapore companies to MNCs in senior corporate, IT and project management positions. As a management consultant and practitioner, he has facilitated organizational initiatives / projects over a span of more than 15 years in the Asia-Pacific region. Dr. Lim continues to be involved in senior management education, teaching information and accounting topics with research and publishing interests in knowledge management and business intelligence.