

**Northwest Arkansas Community College**  
Business & Computer Information Division

**Discipline Code**

CISM

**Course Number**

2503

**Course Title**

Advanced Spreadsheet Analysis

**Catalog Description**

(Fall-Odd Years) This course covers advanced spreadsheet features continuing from CISM 1503 including advanced data manipulation, using pivot tables, the creation of professional looking workbooks, using templates, developing customized events, creating customized user interfaces, macros and the use of GUI programming. (Outside lab time will be required.) Prerequisites: CISM 1503 required; PROG 1003, or equivalent, suggested but not required.

**Prerequisites**

CISM 1503-Spreadsheet Analysis

PROG 1003-Intro to Programming Logic, or equivalent (suggested but not required)

**Credit Hours**

3 credit hours

**Contact hours**

45 Lecture/Lab Contact Hours

**Load hours**

3 load hours

**Semesters Offered**

Fall-Odd Years

**ACTS Equivalent**

N/A

**Grade Mode**

A-F

## **Learning Outcomes**

Students completing this course will:

- Demonstrate competence of microcomputer concepts using spreadsheet software
- Design, create, update, and maintain data base files, tables, forms and reports using a structured format
- Utilize basic math and Algebra skills
- Analyze problems and evaluate the output.
- Describe the need to provide accurate, dependable data to a variety of businesses and government offices

## **Standard Practices**

### **Topics list**

- Pivot Tables and Pivot Charts using Solver
- Decision Support Systems
- Scenarios
- Regression Analysis
- List Management
- Data Scrubbing
- Advanced Charting
- Troubleshooting Formulas
- Advanced Functions
- Visual Basic for Applications Programming
- Creating Custom Functions
- Creating Custom Forms
- Importing Data

### **General Education Outcomes Supported**

- Students develop higher order thinking skills
- Students can use computer proficiently

### **Learning activities**

- Projects, Case Problems, Quizzes, Exams

### **Assessments**

- Quizzes, Exams & Projects

### **Grading guidelines**

- A = 90-100
- B = 80-89
- C = 70-79
- D = 60-69
- F = 59 & below