



BSSS
INSTITUTE
of Advanced
Studies



Strategic Excel Proficiency with AI

25th to 26th November 2024

About BSSS IAS

The BSSS Institute of Advanced Studies (BSSS IAS), an AICTE-approved institution, is engaged in education, research, training, and consultancy activities in the areas of management, sustainable development, rural development, social sciences, etc. It strives to provide a comprehensive platform for growth and empower individuals to thrive in their respective fields. It is one of the best Professional Management Institutions engaged in multidisciplinary activities and has collaborated with Assumption University, Thailand, and Synergy University, Russia, for joint research, training, and management education.

The Institute envisions emerging as a top Professional Management Institution in Central India by playing a pivotal role in professional management education in the coming years and adorning a path with an undivided focus on quality education and excellence, thereby placing itself as an institution of national and international importance. Its excellent infrastructure provides an environment conducive to academic activities, professional deliberations, and social interactions.

BSSS IAS has a strong portfolio of multidisciplinary faculties, experience in national and international consultations and the best training Institute in Central India. As a part of the Executive Training programme, we have proposed many Management Development Programmes which are focused to increase managerial business skills and leadership capabilities of managers who aspire to be among the top leadership in their organizations. BSSS IAS is organising a series of training programmes for corporates and also for govt. employees.



Brief Introduction

In today's rapidly evolving business landscape, proficiency in MS Excel is not just an advantage but a necessity. As Excel remains a fundamental tool for global businesses, mastering it has become increasingly vital in the competitive professional arena. Moreover, with the advent of AI, integrating these technologies into Excel is essential for staying ahead. In an era driven by digital transformation, the modern workforce must be adept not only in Excel but also in leveraging AI to navigate complex data environments with greater efficiency and insight.

Under the Managerial Skill Development Program, the objective of this Management Development Program (MDP) is to equip participants with the skills necessary to process and analyze data using MS Excel, enhanced by the power of AI, thereby enabling them to make informed decisions. This program imparts essential knowledge and skills for the effective utilization of Excel in daily operations. It is tailored for administrators in middle or senior positions in HR, Finance, and Marketing, encompassing features indispensable for their roles. It supports the initiative of the Hon'ble Prime Minister to develop a skilled workforce.

Programme Objectives:

- Build a strong foundation in Excel basics while integrating AI tools to streamline and accelerate data processing.
- Deepen understanding of advanced Excel functions and data analysis techniques, with a focus on AI-powered automation to reduce manual effort and time spent on routine tasks.
- Introduce AI-driven features and productivity tips that enable participants to handle complex data faster and more accurately.
- Equip participants with AI capabilities to automate intricate processes, predict trends, and provide deeper insights for strategic decision-making.
- Leverage AI to automate complex tasks, enhance data analysis, and generate predictive insights.

Programme Contents:

- AI-Powered Add-Ons: Discover AI-driven add-ons and tools in Excel, such as the Analysis ToolPak enhanced with AI capabilities.
- Data Linkages and Automation: Learn to link data across various sheets and automate repetitive tasks using AI, drastically reducing manual intervention and enhancing efficiency.
- Advanced Excel Tricks and AI Integration: Master advanced tricks in Excel and explore how AI can further optimize these techniques.
- Complex Data Management: Handle and analyze complex data sets with AI tools that simplify and accelerate the process.
- AI-Enhanced Formatting and Analysis: Utilize AI to format data and apply advanced string and date functions more efficiently.
- Predictive Analytics: Implement AI-driven predictive analytics to gain actionable insights and support strategic decision-making.



Targeted Audience:

Open to all (Senior and middle level Executives, Entrepreneurs).

Duration: 2 days
25th November to 26th November 2024

Registration Fees

Online	–	2000/-
Offline (Non – Residential)	–	4500/-
Offline (Residential)	–	8000/-

- ✓ Registration fee (Offline) includes the study material, practice handouts, working lunch, and hi – tea.
- ✓ Certificate will be issued to participants who have attended the complete Programme.

Registration Link

<https://bsssiaserp.com/Common/EventRegistration?vId=55>

Programme Coordinators:

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