



# Jaypee Business School

(A Constituent of Jaypee Institute of Information Technology, Noida)

**2 Days Management Development Programme  
on  
Dashboard - A Tool for Effective Management  
(January 17-18, 2020)**

**Programme Director  
Dr. Rahul Sharma**

## About the program

Management is a balance of getting those under you to work well, while getting those above you to understand how well that work is going. Dashboards help with both. Business dashboards are a fun and engaging way to deliver data to the employees. Effective communication is arguably the most important skill of a manager. As a manager, you should strive to be as clear and direct as possible. In fact, transparency has proven to increase employee accountability, efficient workplaces, and boost corporate reputation. When employees engage and interact with data, they bond with the organization at a completely new level.

A primary goal of dashboard is to communicate information clearly and efficiently to users via the statistical graphics, plots, information graphics charts selected. Effective visualization helps users analyze and reason about data and evidence. It makes complex data more accessible, understandable and usable. Users may have particular analytical tasks, such as making comparisons or understanding causality, and the design principle of the graphic (i.e., showing comparisons or showing causality) follows the task. Tables are generally used where users will look-up a specific measurement, while charts of various types are used to show patterns or relationships in the data for one or more variables.

Dashboard creation is both an art and a science. The rate at which data is generated has increased, driven by an increasingly information-bonomy. Processing, analyzing and communicating this data present a variety of ethical and analytical challenges for data visualization.

## Learning Outcome

The objective of this MDP is to introduce the target audience to the Process, Model, Problems and Principles of communicating Data, and secondly, to equip them with the latest and cutting edge technology for visualizing data for its efficient and effective dissemination.

- Details how to analyze large amounts of data and report the results in a way that is both visually attractive and effective
- Describes how to use different perspectives to achieve better visibility into data, as well as how to slice data into various views on the fly
- Shows how to automate redundant reporting and analysis processes
- Walks you through creating impressive dashboards, eye-catching visualizations, and real-world What-If analyses

## Schedule

<b>Day – 1, January 17, 2020</b>		
<b>Session No.</b>	<b>Session Title</b>	<b>Time</b>
<b>Welcome to Jaypee Business School</b>		<b>9:15 – 9:30 AM</b>
1	Introducing Dashboard , Table Design Best Practices, Using Excel Sparklines, Chartless Visualization Techniques	9:30 – 10:45 AM
<b>Tea Break</b>		<b>10:45 – 11:00 AM</b>
2	Excel Charting for the Uninitiated, Working with Chart Series, Formatting and Customizing Charts	11:00 AM – 12:30 PM
<b>Lunch Break</b>		<b>12:30 – 1:15 PM</b>
3	Components That Show Trending, Components That Group Data, Components That Show Performance Against a Target	1:15 – 2:45 PM
<b>Tea Break</b>		
4	Using Pivot Tables, Using Pivot Charts, Adding Interactivity with Slicers	3:00 – 4:30 PM
<b>Day – 2, January 18, 2020</b>		
5	Developing Your Data Model, Adding Interactive Controls to Your Dashboard, Macro-Charged Reporting	9:15 – 10:45 AM
<b>Tea Break</b>		<b>10:45 – 11:00 AM</b>
6	Using Pivot Tables, Using Pivot Charts, Adding Interactivity with Slicers	11:00 AM – 12:30 PM
<b>Lunch Break</b>		<b>12:30 – 1:15 PM</b>
7	Data Model, Using the Power View	1:15 – 2:45 PM
<b>Tea Break</b>		<b>2:45 – 3:00 PM</b>
8	Integrating External Data into Excel Reporting, Sharing Your Work with the Outside World	3:00 – 4:30 PM
<b>Valedictory Ceremony</b>		<b>4:40 – 5:00 PM</b>

## Who should attend?

- Senior level executives
- Middle level executives

## Duration of program

2 Days

## Pedagogy

Learning-by-doing. The participants will be fully involved, as they will be practicing on the data. All the exercises will be hands-on.

## Fee for the program

Rs.6000/- per participant.

## Payment Mode

Online

### Online Payment Details: (To be finalised by A/c's depts.)

Account Holder Name : JAYPEE BUSINESS SCHOOL  
Bank Name : IDBI BANK LTD  
Address, : H1/A30, SECTOR - 63, NOIDA, UP 201309  
Account No. : 200102000000286  
IFSC Code : IBKL0000200

## Program schedule

Program is scheduled on January 17-18, 2020.

## Venue of the program

Jaypee Business School, (A constituent of JIIT), A – 10, Sector – 62, Noida-201309

## For Participation Contact

Dr. Rahul Sharma,  
Chairman – MDP and Industry Interface  
Jaypee Business School,  
Jaypee Institute of Information Technology  
(Declared Deemed to be University u/s 3 of the UGC Act 1956)  
A-10, Sector - 62, NOIDA - 201 309  
Mobile: +91 99719 75366  
Landline: 0120-2594474  
E-mail: rahul.sharma@jiit.ac.in



**JAYPEE BUSINESS SCHOOL**  
(A Constituent of Jaypee Institute of Information Technology, Noida)  
A-10, SECTOR 62, NOIDA-201309  
**MDP Registration Form**

MDP on: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Participant's Name: (Ms/ Mr/ Dr) \_\_\_\_\_

Age: \_\_\_\_\_ Gender: M/F Educational Qualification: \_\_\_\_\_

Name of the Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Designation: \_\_\_\_\_ Contact No: \_\_\_\_\_

Email-id: \_\_\_\_\_

Functional Area: \_\_\_\_\_

**Online Payment Details:**

**Transaction ID:**

**Bank Name:**

**Date of Payment**

The registration form(s) should reach us on or before one week of the commencement of the program mailed to the address given.

**Signature and Name of the Participant**

**Signature of Sponsoring Authority with stamp**

**Send your duly filled-in form at: [rahul.sharma@jiit.ac.in](mailto:rahul.sharma@jiit.ac.in)**