



Content

Course Outline

+ New Section

Reindex

↑ Collapse All Sections

View Live

Course Start Date: **Unscheduled**

Course Pacing: **Self-Paced**

Creating your course organization

You add sections, subsections, and units directly in the outline.

Create a section, then add subsections and units. Open a unit to add course components.

Reorganizing your course

Drag sections, subsections, and units to new locations in the outline.

Setting release dates and grading policies

Select the Configure icon for a section or subsection to set its release date. When you configure a subsection, you can also set the grading policy and due date.

Changing the content students see

To publish draft content, select the Publish icon for a section, subsection, or unit.

To hide content from students, select the Configure icon for a section, subsection, or unit, then select **Hide from students**.

[Learn more about the course outline](#)

▼ Intro to Data Manipulation



▼ Course Overview



+ New Unit

▼ How to MER in Excel: Get to know...



1. Your mission, should you choose to accept



2. What is a pivot table?



3. Why and when to use a pivot table?



4. Data structure (tidy data)



5. Accessing and downloading data



+ New Unit

▼ How to MER in Excel: Build a piv...



6. How to create a pivot table



7. Different parts of a pivot table



8. Structural options



9. Filtering



10. Including Slicers



11. What are calculated indicators and how to create them



12. Building pivot charts

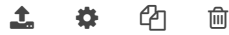


+ New Unit

▼ Advanced Tool Building



13. Components to consider when building an Excel tool



Unpublished units will not be released

+ New Unit

▼ Resources



14. Link to resources



Unpublished units will not be released

+ New Unit

+ New Subsection

▼ OVC Analytics Training Series



Contains staff only content

▶ OVC Visualizations



Contains staff only content

+ New Subsection