Management Development Programme on

Advanced Modeling in Microsoft Excel to Aid Business Decision Making

March 05 to 07, 2016

Organized by:

amahindroo@thapar.edu  www.lmtsm.thapar.edu  +91-9888698668
The Centre of Business Analytics and Excellence

The LMTSM Centre for Business Analytics and Excellence focuses on the development of analytical thinking with large, ambiguous and complex data from diversified sources and translating it into potential solutions for dynamic business challenges and helps in developing new tools, methods and approaches to harness the power of big-data and business analytics.

The centre aims at creating opportunities for academicians, students, and industry partners to come closer and bring about synergy related to the strategic thinking, operational methodologies and analytical problem solving that inspires organisational excellence.

Corporate world is becoming extremely complex and uncertain and managers are expected to make effective and efficient decisions in this context. Microsoft Excel is one of the most effective tools that empower the management executives with the art of managing the uncertainty and taking quick and effective decisions by modeling and solving problems in all possible business domains. The purpose of this 3 - day management - oriented development programme is to develop the following competencies amongst the management executives:

- The knowhow of the different tools / functionalities available in Microsoft Excel for solving problems and taking decisions.
- Develops analytical and problem solving skills, all in search of solutions to real-world business problems and challenges.
- Practice doing what they will be doing all their life i.e. making effective decisions.
- The ability to decide the appropriate tool to model and solve business related problems.

Microsoft Excel is one of the most commonly available tools which can be used by management executives for problem solving and decision making purposes. Hence, the management executives need to master the art of modeling business problems in Microsoft Excel and solving those using appropriate tools to take effective decisions at various levels. After attending the management development programme, the participants will be able to:

- Apply the Microsoft Excel tools effectively for their day-to-day operations.
- Model business problems in Microsoft Excel and solve them through appropriate tools / functions.
- Decide among the different methods to summarize and report a given dataset most effectively.
- Take important decisions across management levels in the organization using reports / tools / functions provided by Microsoft Excel.

Other than the use of pre-decided, well-defined and audience-focused problem cases, the programme will **encourage the management executives to come out with their own business decision cases** and time would be spent to solve those cases during the course of the programme for the benefit of all the participants.
### Date: March 5, 2016 (Saturday)

<table>
<thead>
<tr>
<th>Session</th>
<th>Theme</th>
<th>Topic</th>
<th>Faculty</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>Session-I</td>
<td>Introductory Session</td>
<td>1. Introductions &amp; Expectations 2. Excel and its Usage in Business World 3. Mathematical, Date, Text, Statistical and Time Functions</td>
<td>Er. Ankit Mahindroo</td>
<td>9:00-11:00</td>
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<td></td>
<td></td>
<td>Tea Break</td>
<td></td>
<td>11:00-11:15</td>
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<tr>
<td></td>
<td></td>
<td>Lunch</td>
<td></td>
<td>13:15-14:15</td>
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<tr>
<td></td>
<td></td>
<td>Tea Break</td>
<td></td>
<td>15:45-16:00</td>
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<tr>
<td>Session-IV</td>
<td>Excel Tools &amp; Functions</td>
<td>1. Macros in Excel 2. Charts in Excel</td>
<td>Dr. Amit K Bhardwaj</td>
<td>16:00-17:30</td>
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</table>
Dr. Amit K Bhardwaj

Serving as Assistant Professor at L M Thapar School of Management (LMTSM), Thapar University and having 15 years of academic experience, has taught 20+ courses at the post-graduate level with a result oriented pedagogy. Has done his PhD in Data & Information Security and his Masters in Software Engineering, both from Thapar University. Holds a Masters in Computer Science from MDU, Rohtak and a Masters in Business Administration (MBA) from Kurukshetra University, Kurukshetra. Has an enriched experience in conducting workshops, short term courses and faculty development programmes. Has delivered talks on cloud computing, digital marketing, e-commerce designing issues and big data.

Er. Ankit Mahindroo

Serving as Assistant Professor at L M Thapar School of Management, an MBA in Systems from IMT Ghaziabad and an alumnus of Thapar University (BE-Industrial 2003). With six years of experience in teaching and research and six years of IT industry experience, his research interests include supply chain management, information systems, business analytics and technology in general. Has been taking up courses in the Information Systems domain and has been teaching Excel Modeling to MBA students for the past four years with an excellent feedback. Has the experience of organizing workshops and faculty development programmes in the field of analytics and Excel modeling.

Dr. Vipul Gupta

Serving as Assistant Professor at LM Thapar School of Management (LMTSM), Thapar University, has a PhD from Indian Institute of Information Technology and Management (IIITM), Gwalior with a fellowship from Ministry of HRD, India in the area of Industrial Engineering and Operations Management. Holds a B.E. (Mechanical Engineering) degree and has a Masters in Business Administration (MBA) from IIITM, Gwalior; has more than 8 years of academic and professional experience, having held middle level managerial positions in the corporate. Has published and reviewed papers in several International journals and International conferences. His areas of interest include Operations Research, Project Management, and System Dynamics as well as imparting training to industry professionals and focused academic research.
How to Register:
Organization/self-nomination can be made for attending the development programme. The charges for attending the programme have been kept reasonable to cover the cost of organizing the programme. The details about the registration fee has been provided below for your reference:-

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Single nomination / organization:</td>
<td>Rs. 5,000/-</td>
</tr>
<tr>
<td>Discount for two nominations / organization:</td>
<td>10%</td>
</tr>
<tr>
<td>Discount for three or more nominations / organization:</td>
<td>15%</td>
</tr>
</tbody>
</table>

**Early Bird Discount***(registering before February 6, 2016) 10%*

*The Early Bird discount would be applicable over and above the multiple nominations discount.

The fee is inclusive of the programme kit, lunch, high teas and taxes. Accommodation will be provided on a first-cum-first serve basis as per availability and will be charged separately as per the details provided as under.

**Accommodation**

<table>
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<tr>
<th>Type</th>
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<tbody>
<tr>
<td>Twin Sharing</td>
<td>Rs. 200 PP/Day</td>
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<tr>
<td>Single Accomodation</td>
<td>Rs. 350 PP/Day</td>
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The fee is inclusive of Breakfast and Dinner.

As the MDP is being conducted with a maximum of 30 participants, an early registration will help to confirm the seat. The deadline for completing the registration is **February 27, 2016**.

The payment can be made through Quick Transfer / NEFT / Demand Draft mode. The demand draft should be made in favour of **Thapar University, payable at Patiala**. For online transfer, the account details are:-

<table>
<thead>
<tr>
<th>Account Name:</th>
<th>LM Thapar School of Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account No:</td>
<td>65186065916</td>
</tr>
<tr>
<td>IFSC Code:</td>
<td>STBP0000244</td>
</tr>
<tr>
<td>Bank Name:</td>
<td>State Bank of Patiala</td>
</tr>
<tr>
<td>Branch:</td>
<td>Thapar University, Patiala</td>
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</tbody>
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To register online, click on the link: [http://bit.do/MDP_Excel](http://bit.do/MDP_Excel)

Registration Guidelines:

1. Please fill in the online registration form and make the required payment before **February 27, 2016** to avail the multiple nomination discount.

2. In case the payment is not immediate, please enter the tentative date of payment in the online registration form.

3. Once registered online and payment done, fill up the excel format sent to you via e-mail and send it to amahindroo@thapar.edu.

4. On receiving the excel template, a confirmation mail would be sent across to the candidates after payment verification as mentioned in the template.

5. Attractive discounts are being offered for multiple nominations from a single organization and is applicable once the complete payment has been done before the deadline.

6. The early bird discount is applicable over and above the multiple nomination discount and can be availed by completing the entire registration process before **February 6, 2016**.

**Venue:**

Discussion Room
LM Thapar School of Management
Thapar University, DeraBassi campus

**For details/concerns, contact:**

Ankit Mahindroo (Asst. Professor), LM TSM
Phone: +91-9888698668
Email: amahindroo@thapar.edu
Please fill in the online registration form and make the required payment before February 27, 2016 to avail the multiple nomination discount. In case the payment is not immediate, please enter the tentative date of payment in the online registration form. Once registered online and payment done, fill up the excel format sent to you via e-mail and send it to amahindroo@thapar.edu. On receiving the excel template, a confirmation mail would be sent across to the candidates after payment verification as mentioned in the template. Attractive discounts are being offered for multiple nominations from a single organization and is applicable once the complete payment has been done before the deadline. The early bird discount is applicable over and above the multiple nomination discount and can be availed by completing the entire registration process before February 6, 2016.

**Institution Profile:**

**LM Thapar School of Management**

Part of Thapar University, Patiala; the LM Thapar School of Management, one of the most entrepreneurial and globally connected business schools of India was established in 2007.

LM TSM is actively involved in collaborative programmes and has signed MoUs with several universities of international repute: University of Twente, Netherlands; Tel Aviv University, Israel; Virje University, Amsterdam, Netherlands; University of Waterloo, Canada; Trinity College Dublin; University of Texas, Dallas, USA. As a result student and faculty exchange programmes are regularly executed with these universities.

Spread over 26 acres, LMTSM campus at Dera Bassi, near Chandigarh takes CAT/CMAT scores along with GD and PI into account for admissions to MBA programme.

**Thapar University, Patiala**

Ranked among India’s leading educational institutions, the 59-year-old university is one of the eight institutes selected by the Dept. of Science and Technology, Govt. of India for setting up a Centre of Relevance and Excellence.

TU has grown as a research-based university and its faculty has published over 2,500 research papers in peer-reviewed journals and filed 19 patents in the past five years. It has 119 research projects sponsored by the industry with sanctioned grant of Rs.25.72 crore.

Backed by the Avantha group, one of India’s most diversified conglomerates, TU is home to some of India’s best research lab facilities. Recognizing its credentials, the reputed Trinity College Dublin has chosen TU to partner with for dual degree in engineering.

**How to reach us:**