



BBA

Semester II

Calicut University

# **Spreadsheet Modeling for Business**

Course Code: BBA2FS112 • Module SYLLABUS Notes

# Course Syllabus

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**Course Code:** BBA2FS112 | **Course Title:** Spreadsheet Modeling for Business |  
**Semester:** II

## Module I: Spreadsheet Fundamentals & Data Management

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- Unit 1: Excel Interface, Cell Referencing (Relative, Absolute, Mixed).
- Unit 2: Built-in Functions – Mathematical, Text, Date/Time Functions.
- Unit 3: Data Formatting, Sorting, Filtering, and Conditional Formatting.
- Unit 4: Data Validation Rules and Error Checking.

## Module II: Advanced Formulas & Lookup Functions

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- Unit 5: Lookup Functions – VLOOKUP, HLOOKUP, INDEX & MATCH, XLOOKUP.
- Unit 6: Logical Functions – IF, AND, OR, IFERROR, Nested Logic.
- Unit 7: Financial Functions – PMT, PV, FV, NPV, IRR Analysis.
- Unit 8: Array Formulas & Dynamic Arrays (UNIQUE, FILTER, SORT).

## Module III: PivotTables, Charting & Dashboards

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- Unit 9: PivotTables & PivotCharts – Creation, Slicers, Calculated Fields.
- Unit 10: Charting Techniques – Column, Line, Pie, Combination, Scatter Charts.
- Unit 11: Designing Interactive Executive Dashboards in Excel.
- Unit 12: Import/Export Data (CSV, Web Data, Power Query Overview).

## Module IV: What-If Analysis & Business Decision Modeling

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- Unit 13: What-If Analysis Tools – Goal Seek, Data Tables (1-Way, 2-Way).
- Unit 14: Scenario Manager & Decision Modeling.
- Unit 15: Introduction to Excel Solver – Linear Programming Optimization.
- Unit 16: Macro Basics & Worksheet Security/Protection.

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