



FMM
FEDERATION OF MALAYSIAN
MANUFACTURING

FMM SABAH BRANCH

196801000309 (7907-X)



SB/11/2026
17 April 2026

X MICROSOFT EXCEL (INTERMEDIATE & ADVANCE LEVEL)



MAY 11 - 12, 2026



9:00AM - 5:00PM



FMM SABAH BRANCH,
ALAMESRA

COURSE OBJECTIVES:

- Use advanced Excel formulas and tools to work with data more effectively
- Create clear reports, PivotTables, and dashboards to support better decisions
- Automate repetitive tasks using macros and basic VBA
- Collaborate securely and integrate AI features in Excel to enhance productivity

WHO SHOULD ATTEND:

This course is for individuals with basic Excel skills who want to learn advanced features for data analysis and presentation

FEES

RM864.00 (Member)

RM972.00 (Non-Member)

(Inclusive of 8% SST)

Closing date: May 07, 2026

COURSE OUTLINE:

- MODULE 1** : Advanced Formulas
- MODULE 2** : Advanced Data Tools
- MODULE 3** : Named Ranges
- MODULE 4** : Conditional Formatting (Advanced)
- MODULE 5** : PivotTables & PivotCharts
- MODULE 6** : Dashboard Elements
- MODULE 7** : Introduction to Macros
- MODULE 8** : Collaboration, Protection & AI Integration

TRAINER PROFILE:

Dr. Eravan is an experienced trainer and academician with over 15 years in education, training, and research. He specialises in AI, data analytics, project management, entrepreneurship, and business technologies. He has conducted various professional trainings, including AI for Educators & Business, Excel, and Project Management, for both industry and education sectors. Currently, he trains with MDEC, Dynamic Resources, and lectures at Open University Malaysia. He holds a Ph.D. in Building Material and is certified in Wiley Data Analytics and AI Instruction (UTM).

Call /Email Us For More Information 088-447580 or fmmsabah@fmm.org.my

REGISTRATION FORM

MICROSOFT EXCEL (INTERMEDIATE & ADVANCE)

Time: 9.00 am - 5.00 pm

 Venue: FMM Sabah Branch
 No. 143, 1st Floor, Block Q, Lorong Plaza
 Permai 1, Alamesra Plaza Permai
 88400 Kota Kinabalu, Sabah

Date:
May 11 - 12, 2026

Registration due date: 07 May 2026

 Please register the following participant
 for the above program.

 (To be completed in **BLOCK LETTERS**)

 Please tick accordingly:

 Fees: FMM Member: RM864.00 per pax

 Non Member: RM972.00 per pax
 (Fees is inclusive of 8% SST, certificate, training notes & meals)

NO.	NAME	DESIGNATION	NATIONALITY	NRIC	EMAIL
1					
2					
3					
4					
5					

(If space is insufficient, please attach a separate list)

We hereby confirmed that (please tick accordingly):

 We will be claiming under SBL-KHAS Scheme. Full payment would made to FMM Sabah in the event that no disbursement from HRD Corp under any circumstances.

 We will NOT BE CLAIMING from HRD Corp. Payment will be made to FMM Sabah by bank transfer to MAYBANK Account No. 0-100-1303-4586

Submitted by:

Name:	Designation:	H/P No:
Email:	Tel:	Fax:
Company	FMM Membership No:	MyCOID:
Address:	Company Stamp & Signature	Date:

Terms and Conditions

- Registration is on a first-come first-served basis.
- All cancellations must be made in writing.
- Cancellation received 7 – 13 working days before the start of the class is subject to a cancellation fee of 50% of the training fees.
- Cancellation received within 6 working days before the start of the class is subject to a cancellation fee of 100% of the training fees.
- If the participant **fails to attend** the programme or **less than 75% attendance**, the company/individual is **required to pay the full training fees and FMM Sabah will issue the full invoice** accordingly. However, **replacement** can be accepted at **no additional cost**.
- The FMM Sabah reserves the right to change the speaker, reschedule or cancel the programmes and all efforts will be taken to inform participants of the changes.