

Time (Eastern)	Day 1:	Day 2	Day 3	Day 4	Day 5	
10:00 AM	Welcome & Introductions	Day 1 Review	Day 2 Review	Week 1 Review	Capstone Project Review	
	Module 1: Excel Basics - Getting Started	Module 3: Creating Charts	Module 5: Visual Basic & Dashboards	Time to Work on Capstone Project & Working Lunch	Group Time to Work on Capstone Projects	
11:00 AM						
	Break	Break	Break			
	Excel Basics (Continued)	Creating Charts (Continued)	Visual Basic & Dashboards (Continued)			
12:00 PM						
	Lunch	Lunch	Lunch			Capstone Project Presentations
1:00 PM						
	Module 2: Probability, Statistics, and Simulation	Module 4: Data Query and Additional Analysis	Module 6: Presenting Results to Senior Leaders	Capstone Project Review		
2:00 PM						
3:00 PM	Break	Break		Wrap-Up & Team Assignment	Wrap-Up & Conclusion	
	Probability, Statistics, and Simulation (Continued)	Data Query and Additional Analysis (Continued)	Break			
			Presenting Results to Senior Leaders (Continued)			
4:00 PM						
			In-Class Homework	In-Class Homework	Wrap-Up	
5:00 PM	Wrap-Up	Wrap-Up			Optional Homework Time or Capstone Project Q&A	
6:00 PM						