



Merit Technology

Training Course

SOM Data Mining using Microsoft Access and Excel

1 Day

The objective of this practical course is to train IT staff and Super-Users to get even more out of their SOM ERP data using desktop tools such as MS Access, MS Excel and MS Query. SOM is an open database product so the data is readily available using ODBC (Open Database Connectivity) for additional reports and enquiries, both formally prepared and ad hoc, to complement the standard SOM reports. Typical requirements include sales trend analysis, forecast ingredient costs and revenues, aged debtors as a “mail-merge” source, or order reference searches.

Agenda

- Database overview – SOM table structure in relation to the SOM application
- Excel and MSQuery – how the tool works
- Developing a simple MS Query report in Excel
- Using pivot tables and charts to summarise and investigate
- MS Access – getting started
- Linking Tables
- Creating a simple query in MS Access
- Summarise the data to obtain groups and trends
- Presentation – creating Forms , Reports and Charts
- User Interface – How to make it useable through menus
- Advantages and limitations of each tool
- Introduction to OLAP Cubes and what other specialist tools are available
- Deployment – how to control the roll-out of Excel and Access applications, and how to protect the SOM data

The only prerequisite of this one-day course, which can also be delivered as a day’s on-site consultancy, is to have a working knowledge of SOM. By the end of the course delegates will be in a position to create and maintain simple Excel/MS Query and Access Applications and thus start to leverage even more advantage from the SOM database. Additional in-depth training and consultancy is available to support more advanced use of these tools as the benefits become more apparent.