



LEARN MICROSOFT EXCEL

ADVANCED COURSE IN MICROSOFT EXCEL FEATURES

This course is designed for people with a reasonable level of experience in Microsoft Excel spreadsheets, who wish to build their knowledge by learning about some of its more advanced features.

This advanced course is a follow on from the basic Excel Spreadsheets course and will assume students already understand the basics of Excel, hence it is not suitable for those quite new to the application.

The course format is hands-on, including plenty of practical exercises.

Please see the U3A website for more details.

Course Code: 20COM309

22														
23	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
24	Rent and Utilities	\$ 1,570	\$ 1,469	\$ 1,364	\$ 1,500	\$ 1,585	\$ 1,480	\$ 1,476	\$ 1,503	\$ 1,411	\$ 1,599	\$ 1,352	\$ 1,515	\$
25	Equipment	\$ 250	\$ 331	\$ 299	\$ 333	\$ 324	\$ 313	\$ 308	\$ 225	\$ 258	\$ 322	\$ 324	\$ 313	\$