AOS 206 : Advanced Microsoft Excel

Credits 5
Quarter Offered Winter
Develop advanced spreadsheet skills in Microsoft Excel and associated technologies. Use advanced functions and formulas; enhance charts, use "what-if " analysis, analyze data with PivotTables, exchange data with other programs, share files and incorporate web content, and program with XML. Interactive training and skill-based assessments are completed in a virtual environment; projects are based on real-world business situations. Integration with cloud computing. This class may include students from multiple sections.
Prerequisites
AOS 106 or CAT 140 and MATH 90/91 or AMATH 121 or concurrent enrollment
Course Outcomes
    Apply critical thinking skills to complete real-world business projects.
    Combine technical skills to complete independent core concept reviews.
    Create workbooks with advanced formatting and mathematical functions.
    Analyze data with PivotTables.
    Export data into other file formats.
    Customize Excel and advanced worksheet management.
    Write VBA code to automate repetitious tasks.
    Interact and share information in the Cloud.